

Rowlett Diversity, Equity, and Inclusion Commission Meeting Minutes - DRAFT
Wednesday, October 21, 2020
7:00 PM
Virtual

1. Call to Order: Chair Diana Moore called the meeting to order at 6:01 PM with a quorum present.
 - Present: Michael Hernandez, Denise Younge, Alena Jefferson-Shelbia, Diana Moore, April Wise, Phaleria Hollins, Ryan Khalil, Bonnie Martinez, Cynthia Manning, JoAnna Phalen, Michelle Stoute-Smith, Susan Urrutia, Terrence Kessee
 - Absent: None
 - Staff: Tammy Dana-Bashian, City Council Liaison; Elise Bowers, Neighborhood Life Coordinator; Brian Funderburk, City Manager; Mike Godfrey, Chief of Police; Adam Acoba, Special Events & Marketing Coordinator
2. Consider Approval of Prior Meeting Minutes
 - Motion: to approve minutes for September 16, 2020 and October 8, 2020
 - Motion by: M. Hernandez
 - Seconded: D. Younge
 - Vote: unanimous
3. Public Input – none received
4. Review of Police Policies
 - a. Update on Policy review from last month
 - i. His/her change to they made
 - b. Mobile and BWC Audio/Video Policy Discussion
 - i. General
 - Discussion about the discipline for turning the recording off too early. This is covered in the discipline policy to be reviewed by commission in a future meeting.
 - ii. 422.10.1 Required Activation of the MAV/BWC
 - Discussion on audio/video range
 - iii. 422.11 Review of Recordings
 - Recommended to add City Manager to list of who can request a review of a video
 - iv. 422.13 Recording Media Storage and Retention Schedule
 - Discussion over meaning of wording “until manually deleted”
 - a. Recommend changing the wording to better indicate that this will be kept indefinitely until authorized to be deleted. Suggestions to list those who are authorized to delete, add two tier requirements on the delete.

- b. Similar discussion on the “user restricted” category, the short period of one day retention and checks around potential miscoding by officers.
 - v. 422.8 Officer Responsibilities
 - Discussion on why supervisors can request malfunctioning equipment remain in service.
 - 5. Celebrate DiverCity 2020
 - a. A. Acoba update:
 - i. 20 spots filled through reservations; the rest were walk ups
 - ii. 4 food trucks; 1 sold out
 - iii. Many came for headliner; headliner advertisement is how they heard of event
 - Joint advertising with performers may be future opportunity to increase reach
6. Committee Reports
 - a. Communications:
 - i. Proclamation recognizing October as National Disability Employment Awareness Month, written by R. Khalil, was received by P. Hollins and D. Younge at 10/20 City Council Meeting.
 - ii. Working to link page with other pages for greater reach
 - iii. Looking into street pole flags for advertisement purposes (include logo and hashtag but no date to be reusable)
 - iv. Looking into other communication opportunities (pamphlet, water bill, Mayor’s Spotlight, Friday@5)
 - b. Community Outreach:
 - i. Working to create community survey to gauge what events the community would most like to see. Will present survey for review at next meeting.
 - c. Process/Program for Government:
 - i. Curbside Voting
 - Early voting report: Rockwall County site setup with no issues, Dallas County site was not, P. Hollins called the Election Protection Hotline to resolve the situation.
 - Committee will check all Rowlett polling sites on Election Day.
 - ii. Anti-discrimination Ordinance
 - T. Dana-Bashian has requested a report from city staff on the current policies and will provide this report to the committee.
 - Discussion on Human Rights Campaign ranking
7. Holiday Events Participation

- a. Trunk or Treat
 - i. Commission to participate
 - J. Phalen will take lead and staff the event, other members to provide candy bags
- 8. Update from City Council Liaison
 - a. Budget passed unanimously with tax decrease
 - b. Voting underway, please help spread the word that the location has changed this year to the community center
- 9. Neighborhood Life Programs
 - a. E. Bowers requested ideas to help advertise the upcoming Neighborhood Summit
 - i. Schools, churches, grocery stores, chamber, water bill
- 10. Public Announcements
 - a. B. Funderburk reported that the deadline to apply for CARES act funding to help with rent, mortgage, and utilities ends 10/31, please spread the word
- 11. Agenda Items for Future Meetings
 - a. Post police policy review discussion
- 12. Adjournment 9:01

Diana Moore 11/22/2020
Diana Moore, Chair Date

Elise Bowers 11/23/2020
Elise Bowers, Staff Date