

Westminster Inclusivity Board

6:00-7:30 p.m., Wednesday, August 8, 2018
Multi-purpose Room, City Hall (lower level)

Meeting Agenda

The mission of the Inclusivity Board is to work with City Council to advocate for all voices within our community and to ensure everyone is treated with fairness, dignity and respect.

- **Welcome** (30 min)
 - Welcome to new board members, Summer Frazier, Jackson Dreiling (alternate) and Michelle Zajic (alternate) (All)
- **Old Business** (5 min)
 - Jefferson County Diversity Summit Update (Bev)
- **New Business** (20 min)
 - Discuss Mobilize platform
 - Consider document sharing platform
 - Approve July meeting minutes by vote (Bev)
- **Strategic Plan** (35 min)
 - **Updates on organizations to outreach to:**
 - UNE (Rich)
 - Westminster Chamber of Commerce
 - Metro North Chamber of Commerce
 - **Team updates:**
 - **Welcoming America Team (Bev, Laurette, Angie)**
 - July 2018 Goal(s):
 - Review materials from Welcoming Plan Discussion
 - Meet to discuss next steps
 - Steps Taken
 - Reviewed Welcoming America Document (Bev, Laurette, Angie), identify:
 - What can we do as a Board?
 - What should our priorities be?
 - Develop ideas for grassroots/ground swell efforts
 - Welcoming Posters in City Facilities
 - Welcoming Banner at City Hall
 - Begin planning for participation in the City's Halloween Harvest Festival
 - Discussion Welcoming Week Plans
 - August 2018 Goal(s):
 - Begin implementation of Welcoming Week Plans
 - Begin strategizing next steps in grassroots efforts
 - Confirm planning for participation in the City's Halloween Harvest Festival
 - Confirm locations of Welcoming posters in City Facilities
 - Purchase and place Welcoming Banner at City Hall
 - Preferred Outcome: Update the Board, answer any questions; begin tee shirt order and sign-ups for Harvest Festival participation
 - **Policy Team (Stef, Seth)–Need new members**
 - July 2018 Goal(s):

Thank you for serving on the Westminster Inclusivity Board!

- Explore the possibility of developing a statement of inclusivity for City contracts/agreements

Steps Taken:

- Full Board Discussion (Stef, Nushin, Laurette, Rich, Kathryn)
- Contacted and is waiting for a response for a statement/agreement framework by the Anti-Defamation League (Stef)
- Meeting with representative from City Attorney's Office (Stef, Seth)

August 2018 Goal(s):

- Draft inclusivity statement
- Present to full Board at September meeting

Preferred Outcome: Receive feedback from the Board to guide next steps

- **Digital Storytelling Project Team (Angie, Laurette, Ludy)**

- **September 20th-22nd 2018: Denver CO - DSW - \$595**
- **November 8th-10th 2018: Denver CO - DSW - \$595**

July 2018 Goal(s)

- Consider participation in an upcoming event:
 - September 20th-22nd 2018: Denver CO - DSW - \$595
 - November 8th-10th 2018: Denver CO - DSW - \$595

Steps Taken

- Team shared background information with staff

August 2018 Goal(s):

- Identify attendee
- Register for participation
- Present to full Board at future meeting

Preferred Outcome: Receive feedback from the Board to guide next steps/Aug goals

- **Community & Outreach Team (Angie, Nushin, Justin, Ludy)**

July 2018 Goal(s)

- Identify a Chair/Lead

Steps Taken

- Begin group discussion (Nushin)
- 2016 Survey Shared
- Shared the link to [Citizen's Survey](#)

August 2018 Goal(s):

- Outline steps to be taken over the next six months

Preferred Outcome: Update the Board, answer any questions

- New Member Selection/Orientation Team (Justin, Nushin)

- Marketing Materials Team (Ludy, Nushin, Rich)

- Mini-Grant Development Team (Jon, Justin, Rich, Stef)

Tabled until spring 2019

- Retreat Planning Team (Justin, Kelly, Laurette, Stef)

Work Complete at this time

- **Coming up on the Strategic Plan:**

- Objective 3.1 C: Attend, support and/or sponsor at least eight existing cultural events in Westminster. (Ongoing)

Upcoming Guest Speakers:

- September 12: Christine Gray, Business Operations Coordinator, Public Works And Utilities
- October 10: Molly Tayer, Housing Coordinator, Economic Development (Housing Cabinet)
- November 14: Invited - Metro North Chamber of Commerce and Westminster Chamber of Commerce

Thank you for serving on the Westminster Inclusivity Board!