

Westminster Inclusivity Board

6:00-7:30 p.m., Wednesday, September 12, 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
 - Guest Speaker, Leah Krumpholz, PRL Marketing Coordinator- Special Events
 - Guest Speaker, Angela Simental, Communication & Outreach Coordinator
- **Old Business (5 min)**
 - Jefferson County Diversity Summit Update (Bev)
- **New Business (20 min)**
 - Discuss Mobilize platform alternatives
 - Approve August meeting minutes by vote (Bev/Seth)
 - Leadership Roles and Terms (Chair, Vice Chair, Secretary)

2.1 Officers of the board shall consist of a Chairperson, Vice Chairperson and Secretary. Elections occur in January of odd years. The board shall elect members to be Chair, Vice-Chair and Secretary, for a two-year term per City Code 2-1-2. In the event that any position becomes vacant before the end of the term, the board shall elect a regular member to serve in the vacant role until the end of the term. No member shall be eligible for election as a board officer unless that member has previously served at least one two-year term as a member of the board; provided, however, that if no member is so eligible, the board shall elect the member it deems best qualified. Elections shall be conducted by a voting method as approved by the board.
- **Strategic Plan (35 min)**
 - **Updates on organizations to outreach to:**
 - Chambers of Commerce: Confirmed for November Meeting
 - UNE: Confirmed for December Meeting (Rich)
 - **Team updates (and subcommittee assignments):**
 - **Digital Storytelling Project Team (Angie, Laurette, Ludy)**

August 2018 Goal(s)

 - Consider participation in an upcoming event:
 - **November 8th-10th 2018: Denver CO - DSW - \$595**
 - This is the organization that does the digital storytelling: <https://www.storycenter.org/>
 - This is the one that Alexa was a part of, and you can see samples of the cinematography: <http://www.ccasa.org/digitalstorytelling/>

Steps Taken

 - Team shared background information (Angie)

September 2018 Goal(s):

 - Identify attendee(s)
 - Register for participation
 - Present to full Board at future meeting (December)

Preferred Outcome: Identify attendee(s)
 - **Welcoming America Team (Bev, Laurette, Angie)**

August 2018 Goal(s):

 - Encourage participation in the City's Halloween Harvest Festival

Thank you for serving on the Westminster Inclusivity Board!

- Plan Welcoming Week Luncheon

Steps Taken

- Harvest Festival sign-ups are still open
- Inviting community leaders to Welcoming Week Luncheon (Summer, Bev, Jon)

September 2018 Goal(s):

- Finalize participation in City's Halloween Harvest Festival (Oct 20)
- Finalize planning and host Welcoming Week Luncheon (Sept 15)

Preferred Outcome: Update on the Finalize luncheon agenda and talking points; also continue sign-ups for Harvest Festival participation and share tee shirt order form

▪ **Policy Team (Stef, Seth, Donna)**

August 2018 Goal(s):

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

Steps Taken:

- Spoke with the Anti-Defamation League and received a copy of the Mayor's Compact: <https://mayorscompact.org/> (Stef)
- Meeting with CAO staff representative (Stef, Seth, Donna)

September 2018 Goal(s):

- Determine next steps

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

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

August 2018 Goal(s)

- Identify a Chair/Lead and meet

Steps Taken

- 2016 Survey Shared
- Shared the link to [Citizen's Survey](#)

September 2018 Goal(s):

- Outline steps to be taken over the next six months

Preferred Outcome: Discuss goals of Community & Outreach Team with the Board

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

Tabled until November 2018; launch spring 2018

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

▪ Marketing Materials Team (Ludy, Nushin, Rich)

▪ 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:

- October 10: Molly Tayer, Housing Coordinator, Economic Development (Housing Cabinet)
- November 14: Metro North Chamber of Commerce and Westminster Chamber of Commerce
- December 12: United for a New Economy
- January 9: Christine Gray, Business Operations Coordinator, Public Works And Utilities
- TBD: Shereen Fink, Chair, Diversity, Equity & Inclusivity Council (Brighton)

Thank you for serving on the Westminster Inclusivity Board!