

**CITY OF WARRENVILLE
INCLUSION, DIVERSITY, EQUITY, AND AWARENESS COMMISSION
MEETING
REGULAR MEETING
CITY COUNCIL CHAMBERS
28W701 STAFFORD PLACE
WARRENVILLE, IL 60555
Tuesday, January 20, at 7:00 p.m.**

Be advised: this Inclusion, Diversity, Equity and Awareness Commission regular meeting will be conducted in the traditional in-person format.

A G E N D A

- A. CALL TO ORDER**
- B. OTHER BUSINESS:**
- C. ROLL CALL**
- D. CITIZEN COMMENTS**
- E. APPROVAL OF THE DECEMBER 16, 2025, MINUTES**
- F. STAFF REPORT**
- G. BUSINESS OF MEETING**
 - 1. Warrenville Smiles: At Warrenville Public Library
 - 2. Welcome Packets: Script to be finalized and contact list to be distributed at next meeting
 - 3. 2026 Event: Arbor Day is the first event for us to attend. Reserve room to serve as sensory room at event and work with EAC to promote. Begin planning for event.
 - 4. Best Practices Spotlight
- H. COMMISSIONER COMMENTS/REPORTS**
- I. ADJOURN**

Key: LR=Commissioner Linda Robinson, TB=Commissioner Tabitha Deno, ML=Chairperson Megan Legler, TM=Commissioner Trudie Meeks, RP=Commissioner Robin Pelfrey, SP=Commissioner Sara Phalen, LN=Commissioner Lucy Nelson, DA=Ex-Officio Diana Abraham (Library), JL=Ex-Officio Joe Levy (Fire Protection District), MO=Ex-Officio Matt Odom (Park District), NB=Ex-Officio Naomi Bawa (WWHS Student), MM=Ex-Officio Melissa Murphy (CUSD 200), BW=Council Liaison Bill Weidner (Alderman), JO=Staff Liaison Juan Ortiz

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INCLUSION, DIVERSITY, EQUITY, AND AWARENESS COMMISSION
REGULAR MEETING**

**28W701 STAFFORD PLACE
WARRENVILLE, IL 60555**

Tuesday, December 16, 2025
7:00 pm

DRAFT

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MINUTES

A. CALL TO ORDER

The meeting was called to order at 7:04 pm by Chairperson Megan Legler.

B. OTHER BUSINESS

None

C. ROLL CALL

PRESENT: Chair Megan Legler and Commissioners Tabitha Deno, Trudie Meeks, Sara Phalen, Lucy Nelson, and Linda Robinson

ALSO PRESENT: Ex-Officio members Diana Abraham (WPLD), Matt Odom (WPD), Melissa Murphy (Dist. 200), Council Liaison Bill Weidner, and Staff Liaison Juan Ortiz

ABSENT: Ex-officio members Joe Levy, Naomi Bawa (WWSHS), and Commissioner Robin Pelfrey

D. CITIZENS' COMMENTS

None.

E. APPROVAL OF THE NOVEMBER 18, 2025 MINUTES

A motion was made by Commissioner Deno to approve the minutes. The motion was seconded by Commissioner Meeks. The motion was unanimously approved.

F. STAFF REPORT

Staff Liaison Ortiz went over:

Community Events to Attend this year: Arbor Day Event, Bike Rodeo, Multicultural Fest, National Night Out, 4th of July, Summer Daze, Holly Daze, Library Resource Fair.

- Juan to verify if Chicago Rides for Autism will return in 2026.
- Ex-Officio Abraham indicated the Library can offer space when open for sensory breaks.
- Paula is working on Autism Friendly signage and ADA updates; IDEC to see if Little Friends has any recommendations on where signage can be most effective.
- SharePoint is finished.
- City has purchased an additional frame for the Mayor to support the Warrenville Smiles Campaign.
 - May use additional frame to attend additional events around the city
- Dates for 2026 minutes distributed, and volunteer shirts will be provided.

G. BUSINESS OF MEETING

1. Introduce new CUSD 200 Ex-Officio
 - Melissa Murphy and Committee Members introduced themselves
2. Warrenville Smiles: Heading to the Library
 - Library has set up a place for the frame, will see how much traffic it gets and what people want to try to get more traffic
3. Welcome Packets
 - Broken down to 25-30 organization will distribute between committee members for outreach
 - Scripts will be provided to see what the organizations would like to provide looking for about 30-35 items and should cover about 3 months of welcome packets
 - Staff Liaison Ortiz will investigate what the size max is for the packet materials
 - Finalized scripts and lists for each committee member will be sent out once finalized
4. 2026 Events
 - List of events were discussed in the Staff Update portion of the meeting
 - Will discuss which events to attend as they come up to support outreach and provide support to remain an Autism Friendly City
5. Best Practice Spotlight
 - Watched Difficult Conversation Video outlining bystander vs upstander
 - Reviewed how to speak up and how to respond: intention not intensity

H. COMMISSIONER COMMENTS/REPORTS.

None.

I. ADJOURN

A motion was made by Commissioner Nelson to adjourn the meeting, seconded by Commissioner Deno. The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Commissioner Tabitha Deno

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CITY OF WARRENVILLE

MEMO

To: Inclusion, Diversity, Equity and Awareness Commission Members
From: Juan Ortiz/ IDEC Staff Liaison
Subject: JANUARY MONTHLY REPORT
Date: January 19, 2026

This report is intended to provide communication from the Commission Staff Liaison to the Inclusion, Diversity, Equity and Awareness Commission members on a monthly basis. Please contact me if you have any questions or comments.

Review of IDEC Goals for FY2026 & FY2027

Strategic Plan Goal #3 Engaged and Connected Community – Participation & Belonging
FY2026:

- Identify and attend City-sponsored events and provide Autism Friendly Kits (as provided by Little Friends) for attendees at City-sponsored public events.
- Increase participation in boards and commissions by residents of different cultures and backgrounds (active marketing campaign FY2026 IDEC with benchmarks to measure success).
- Initiate contact with local faith-based organizations and neighborhood associations to connect new residents with welcoming information and services available in Warrentville.

FY2027:

- Identify city services that could benefit from autism friendly signage and work with Little Friends to develop the signage. (i.e. How to pay a water bill, how to apply for a building permit)
- Complete Autism Friendly training as identified through goals established by the City and IDEC to maintain Autism Friendly designation

City Council Meeting Update:

City Council will now only meet twice a month and start at 6:30pm.

Little Friends:

I will be reaching out to Little Friends to see what we need to do to maintain our Autism Friendly designation in advance of our FY2027 goal.

Warrentville Smiles Video:

Still in planning phase and will ramp up in February and March as time allows with Paula's schedule.

Other Commissions Update:

BPAC – N/A
TAC – N/A
EAC – N/A

Meeting Schedule:

January 20, 2026
February 25, 2026
March 31, 2026
April 21, 2026
May 19, 2026
June 16, 2026
July 21, 2026
August 18, 2026
September 15, 2026
October 20, 2026
November 17, 2026
December 15, 2026

Upcoming Meetings and Dates to Remember:

Jan	22	7:00 p.m.	Plan Commission / Zoning Board of Appeals
Feb	02	6:30 p.m.	City Council Meeting
	05	7:00 p.m.	Plan Commission / Zoning Board of Appeals
	09	6:30 p.m.	Department Budget Presentations Meeting
	10	6:30 p.m.	Bicyclist and Pedestrian Advisory Commission Meeting
	10	7:00 p.m.	Environmental Advisory Commission Meeting
	12	7:00 p.m.	Tourism and Arts Commission Meeting
	16	<i>All Day</i>	<i>Presidents Day Holiday - City Offices and Police Lobby Closed</i>
	17	6:30 p.m.	City Council Meeting
	19	7:00 p.m.	Plan Commission / Zoning Board of Appeals