

**CITY OF WARRENVILLE
INCLUSION, DIVERSITY, EQUITY, AND AWARENESS COMMISSION
REGULAR MEETING**

Tuesday, June 20, 2023

7:00 pm

MINUTES

A. CALL TO ORDER

The meeting was called to order at 7:01 p.m. by Chair Krischel.

B. ROLL CALL

PRESENT: Chair Amy Krischel, Commissioners Tabitha Deno, Robin Pelfrey, Sara Phelan, and Rachel Wood;

ALSO PRESENT: Ex-Officio members Diana Abraham (WPLD); Joseph Levy (WFPD), Council Liaison Bill Weidner; Staff Liaison Mariana Ochoa

ABSENT: Ex-Officio member Limaris Pueyo (CUSD200), Matt Odom (Warrenville Park District); Commissioners Megan Legler and Allison Rojas

C. CITIZENS' COMMENTS

None.

D. APPROVAL OF THE MAY 16, 2023 MINUTES

A motion was made by Commissioner Wood to approve the May 16, 2023 minutes. The motion was seconded by Commissioner Phelan. The motion was unanimously approved.

E. STAFF REPORT

1. Ex-officio member Levy shared an update on the recruitment for WFPD. The update included potential partners, educational benefits, mandated training, and recruiting diverse candidates.

F. BUSINESS OF MEETING

1. DISCUSSION OF MULTICULTURAL FESTIVAL
Outcomes/feedback: IDEC Table rock activity was an overall success, areas of improvement include higher quantities and larger-sized rocks for future events. Commissioners Phelan and Deno each reported a community member expressing an unexclusive experience related to the festival and a lack of communication and outreach/engagement. Discussed additional areas, organizations, and other non-traditional locations to ensure better engagement/outreach for future festivals and events.
2. DISCUSSION OF PLACING ARTICLE/FLYER IN SUMMER LAKES' NEWSLETTER
Commissioner Pelfrey shared an update on the status and cost-effectiveness of placement in the newsletter. Missed the newsletter announcing the pool opening. Discussion on flyers potentially more effective could advertise in more locations for a similar cost with additional languages included.

3. STATUS UPDATE OF THE SURVEY TO HIGHLIGHT VOLUNTEERS

The commissioners reviewed the questions. There was unanimous agreement on survey questions. Commissioner Pelfry recommended character limits on the question field on the survey. *Action Needed: The staff Liaison will provide a list of all commission members.*

4. STATUS UPDATE, COMMUNITY FEEDBACK SURVEY

- Staff Liaison Ochoa shared there were more than 500 survey responses. Above average response to questions about making all residents feel welcome.
- Discussion about the survey and ability to provide feedback ranked options, including questions about why a person felt welcome, and more open-ended questions. The potential of a follow-up survey, and the need for bilingual survey options. National Night Out has a lot of engagement but Fall is a more realistic time frame. *Action Needed: Review question suggestions for a follow-up community survey.*

5. DISCUSSION WORK GROUPS FOR OBJECTIVE S AND TRAINING

- Status update on DEI training
Commissioner Pelfrey presented ideas on listening sessions/information sharing rather than training. Discussion on opening lines of communication, building relationships to engage the community, and hearing what is needed and how to better support those needs. Commissioner Phelan recommended unconscious bias training. *Action Needed: Commissioner Pelfrey to follow up with contact regarding options for large and small groups*
- Discussion on [ICMA Equity & Inclusion Toolkit](#) (ALL)
The discussed section titled Small Gestures; Big Impact, communicating effectively. Staff Liaison Ochoa reports she will incorporate questions from the handout into City's interview questions.

G. COMMISSIONER COMMENTS/REPORTS

Commissioner Phelan reports that Health Equity Organization within DuPage County would like this commission to speak on health equity. She offered a 2024 timeline, the time needed to gather data on chronic disease in Warrenville. *Action Needed: Add Health Equity Item to January 2024 meeting agenda*

H. ADJOURN

A motion was made by Commissioner Phelan to adjourn the meeting. Seconded by Commissioner Pelfrey and passed unanimously. The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Commissioner Deno