



## CITY OF SIGNAL HILL

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2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL  
WELCOMES YOU TO A REGULAR  
DIVERSITY COALITION COMMITTEE MEETING  
May 06, 2024

The City of Signal Hill appreciates your attendance. Citizen interest provides the Diversity Coalition Committee with valuable information regarding issues of the community. Meetings are held the second Wednesday of each month. Meetings will commence at 6:00 p.m. There is a public comment period at the beginning of the regular meeting, as well as the opportunity to comment on each agenda item as it arises. Any meeting may be adjourned to a time and place stated in the order of adjournment.

The agenda is posted 72 hours prior to each meeting on the City's website and outside of City Hall and is available at each meeting. The agenda and related reports are available for review online at [www.cityofsignalhill.org](http://www.cityofsignalhill.org).

During the meeting, the Facilitator presents agenda items for Committee consideration. The public is allowed to address the Committee on all agenda items. The Facilitator may take agenda items out of order and will announce when the period for public comment is open on each agenda item. The public may speak to the Committee on items that are not listed on the agenda. This public comment period will be held at the beginning of the public portion of the meeting. Please direct your comments or questions to the Facilitator.

**To participate.:**

- In-person Participation: Signal Hill Public Library, 1800 E. Hill Street, Signal Hill, California.
- To make a general public comment or comment on a specific agenda item, you may also submit your comment, limited to 250 words or less, to [cityclerk@cityofsignalhill.org](mailto:cityclerk@cityofsignalhill.org) no later than 5:00 p.m. on Monday, May 06, 2024 and your comment will be read into the record.

Diversity Coalition Committee Members receive no compensation.

(1) **CALL TO ORDER – 6:00 P.M.**

(2) **ROLL CALL**

## Committee Members:

Jennifer Arzate  
Samona Caldwell  
Kerry Castillo  
Pam Dutch-Hughes  
Mary Gonzalez  
Richard Harris  
Harshan Jeyakumar  
Charsima Justis  
Gege Lopez  
Diana Phillips  
Lupe Reyes  
Todd Sahara  
Jon-Stephen (JS) C. Scott  
Kenyetta Suggars  
Chris Wilson  
Lisa Wong

**(3) PLEDGE OF ALLEGIANCE****(4) PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THIS AGENDA****(5) DISCUSSION ITEM(S)**

## a. DIVERSITY BREAKFAST, AND OUTREACH EVENTS FOR 2024

Summary:

The Committee will provide an update on the DCC outreach efforts, including the “Park Pop-Ups” and the Centennial Celebration. The Committee will discuss the planned programming for the Diversity Breakfast, scheduled for June 4, at 9 a.m., at the Signal Hill Public Library Terrace.

Recommendation:

Discuss and develop a program for the Diversity Breakfast and plan for the remaining outreach events through June 30, 2024.

## b. DCC WORKPLAN FOLLOW-UP

Summary:

The Committee will present a draft Work Plan to the DCC Membership.

Recommendation:

Discuss and develop a presentation outline.

## c. SIGNAL HILL POLICE DEPARTMENT POLICY AND PROCEDURE MANUAL

Summary:

The Committee will review and discuss the Police Department's policy and procedure manual and discuss opportunities for improvement.

Recommendation:

Discuss and develop a strategy.

**(6) CONSENT CALENDAR**

The following Consent Calendar items are expected to be routine and non-controversial. Items will be acted upon by the Committee at one time without discussion. Any item may be removed by a Committee or member of the audience for discussion.

a. **APPROVAL OF MEETING MINUTES**

Summary:

Regular Meeting of April 01, 2024.

Recommendation:

Approve the meeting minutes.

**(7) COMMITTEE NEW BUSINESS**

**(8) ADJOURNMENT**

Tonight's meeting will be adjourned to the next regular meeting of the Diversity Coalition Committee to be held on Monday, June 3, at 6:00 p.m., in the Signal Hill Public Library, 1800 E. Hill Street, Signal Hill, CA 90755.

**CITIZEN PARTICIPATION**

If you need special assistance beyond what is normally provided to participate in meetings, the City will attempt to accommodate you in every reasonable manner. Please call the City Clerk's office at (562) 989-7305 at least 48 hours prior to the meeting to inform us of your particular needs to determine if accommodation is feasible.

**AFFIDAVIT OF POSTING**

I, Kimberly Boles, Senior Deputy City Clerk, do hereby certify that the foregoing agenda was posted at City Hall, at the Library, at Discovery Well Park, and at Reservoir Park 72 hours in advance of this meeting.



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
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5/6/2024

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**AGENDA ITEM**

**TO:**

**DIVERSITY COALITION COMMITTEE**

**FROM:**

**FRED ABDELNOUR  
DIVERSITY COALITION COMMITTEE FACILITATOR**

**SUBJECT:**

**DIVERSITY BREAKFAST, AND OUTREACH EVENTS FOR 2024**

**Summary:**

The Committee will provide an update on the DCC outreach efforts, including the “Park Pop-Ups” and the Centennial Celebration. The Committee will discuss the planned programming for the Diversity Breakfast, scheduled for June 4, at 9 a.m., at the Signal Hill Public Library Terrace.

**Recommendation:**

Discuss and develop a program for the Diversity Breakfast and plan for the remaining outreach events through June 30, 2024.



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**TO:**

**DIVERSITY COALITION COMMITTEE**

**FROM:**

**FRED ABDELNOUR  
DIVERSITY COALITION COMMITTEE FACILITATOR**

**SUBJECT:**

**DCC WORKPLAN FOLLOW-UP**

**Summary:**

The Committee will present a draft Work Plan to the DCC Membership.

**Recommendation:**

Discuss and develop a presentation outline.



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## STAFF REPORT

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5/6/2024

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### **AGENDA ITEM**

**TO:**

**DIVERSITY COALITION COMMITTEE**

**FROM:**

**FRED ABDELNOUR  
DIVERSITY COALITION COMMITTEE FACILITATOR**

**SUBJECT:**

**SIGNAL HILL POLICE DEPARTMENT POLICY AND PROCEDURE MANUAL**

### **Summary:**

The Committee will review and discuss the Police Department's policy and procedure manual and discuss opportunities for improvement.

### **Recommendation:**

Discuss and develop a strategy.



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STAFF REPORT

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5/6/2024

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**AGENDA ITEM**

**TO:**

**DIVERSITY COALITION COMMITTEE**

**FROM:**

**FRED ABDELNOUR  
DIVERSITY COALITION COMMITTEE FACILITATOR**

**SUBJECT:**

**APPROVAL OF MEETING MINUTES**

Summary:

Regular Meeting of April 01, 2024.

Recommendation:

Approve the meeting minutes.

**A REGULAR MEETING OF THE CITY OF SIGNAL HILL  
DIVERSITY COALITION COMMITTEE**

**April 01, 2024**

**6:00 P.M.**

A Regular Meeting of the Diversity Coalition Committee (DCC) was held in-person in the Signal Hill Public Library on April 01, 2024.

**CALL TO ORDER**

Facilitator Abdelnour called the meeting to order at 6:08 p.m.

**ROLL CALL**

Present:

JENNIFER ARZATE  
SAMONA MICHELLE CALDWELL  
MARY GONZALES  
RICHARD HARRIS  
PAM DUTCH HUGHES  
HARSHAN JEYAKUMAR  
DIANA PHILLIPS  
TODD SAHARA  
JON-STEPHEN C. SCOTT  
KENYETTA SUGGARS  
KERRY CASTILLO  
CHARISMA JUSTIS  
GEGE LOPEZ  
LUPE REYES

Absent:

LISA WONG  
CHRISTOPHER WILSON

Facilitator: FRED ABDELNOUR

City Representatives:

ALFA LOPEZ, ASSISTANT TO THE CITY MANAGER/ECONOMIC DEVELOPMENT  
MANAGER

YVETTE AGUILAR, DIRECTOR OF PARKS, RECREATION AND LIBRARY  
SERVICES

There were no members of the public in attendance.



## **PLEDGE OF ALLEGIANCE**

## **PUBLIC BUSINESS FROM THE FLOOR**

There was no public business from the floor.

## **DISCUSSION ITEMS**

### **a. DCC WORKPLAN FOLLOW UP**

The Committee discussed the workplan in three areas of focus: 1. Past success, 2. Moving forward events for the future and 3. Police Department Recommendations.

The Committee discussed presenting the DCC Workplan at a future City Council meeting. Facilitator Abdelnour volunteered to put together draft talking points.

### **b. DIVERSITY BREAKFAST, AND OUTREACH EVENTS FOR 2024**

The Committee discussed 2024 Centennial booth opportunities, and event planning for the remainder of 2024. Members suggested a land acknowledgment as part of a future event.

DCC members discussed the Diversity Breakfast and will work on event programming and discussed participation opportunities for the City's Time Capsule project. DCC members discussed an idea for a Diversity Award and creating a working group to develop the idea.

Recommendation: DCC Members requested promotional, engagement items, including t-shirts. DCC Members to develop a program for the Diversity Breakfast.

### **c. DIFFERENTLY ABLED AWARENESS**

The Committee discussed how to engage, include, and support differently abled residents.

Recommendation: The DCC will provide outreach about the City's Dial-A-Ride program. Staff to provide the DCC with City event flyers and applications for the Dial-A-Ride program.

### **d. SIGNAL HILL POLICE DEPARTMENT POLICY AND PROCEDURE MANUAL**

The Committee will review and discuss the Police Department's policy and procedure manual and discuss opportunities for improvement.

Recommendation: Tabled to the following meeting.

## **CONSENT CALENDAR**

### 6a. APPROVAL OF MEETING MINUTES

Regular Meeting of March 4, 2024.

Recommendation: Approved

## **COMMITTEE NEW BUSINESS**

DCC Members discussed next year's budget, supplies and introduced a speaker series idea.

## **ADJOURNMENT**

The Facilitator adjourned the meeting at 8:00 p.m. to the next regular meeting of the DCC to be held on Monday, June 3, 2024, at 6:00 p.m.