



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL
WELCOMES YOU TO A REGULAR
DIVERSITY COALITION COMMITTEE MEETING
October 07, 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 Monday 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.

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: The 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 no later than 4:00 p.m. on Monday, October 7, 2024. Written comments will be provided electronically to the Diversity Coalition Committee and attached to the meeting minutes. Written comments will not 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
Kenyetta Suggars
Lisa Wong

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

a. COMMUNITY OUTREACH OPPORTUNITIES

Summary:

The Committee will receive an update on upcoming outreach opportunities and discuss participation interest and volunteer sign-ups for each.

Recommendation:

Discuss and determine coverage for outreach events.

b. DCC STRATEGIC FRAMEWORK - WORK PLAN ADOPTION AND FORMATION OF SUBCOMMITTEES

Summary:

In August 2020, the City opened a recruitment for Diversity Coalition Committee (DCC) Members. The central focus of the DCC was outlined as having three primary tasks: (1) Education; (2) Facilitation; and (3) Continuous Improvement.

Strategic Plan Goal(s):

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services

Background & Analysis:

At the August 2024 meeting, the DCC discussed this framework and amended language that was more reflective of the current DCC's role and updated focus.

At the September 2024 meeting, staff facilitated a workshop where DCC members outlined specific actions items for each focal point within the framework. The objective of this activity was to ensure all committee members have a shared understanding of the strategic framework's priorities, goals and action items as they align their efforts with the committee's overall mission.

To further support these tasks, the DCC is considering the formation of three subcommittees, each dedicated to one of the primary goals, to better guide and streamline efforts in each area. This approach aims to enhance the effectiveness and coordination of the DCC's initiatives moving forward.

Staff recommend the DCC consider the formation of the three subcommittees. Each subcommittee should be dedicated to one of the DCC's core tasks: Education, Facilitation, and Continuous Improvement. This structure would allow for a more focused approach to each goal to achieve the following:

1. **Improve efficiency:** Subcommittees can concentrate on specific action items, ensuring progress.
2. **Increase engagement:** Members with expertise or interest in specific areas can contribute more effectively, driving deeper discussions and innovative solutions.
3. **Enhance accountability:** Each subcommittee can regularly report on their progress, helping the entire DCC maintain a clear overview of all efforts and milestones.
4. **Promote collaboration:** Smaller groups foster better communication and collaboration, ultimately creating a cohesive strategy that feeds into the overall mission of the DCC.

Recommendations:

Staff recommend the DCC:

- 1.) Discuss, review, and adopt the framework action items and formation of subcommittees.
- 2.) Form subcommittees comprised of 3-4 DCC members to implement the workplan.

Attachment:

- A. Approved DCC Strategic Framework
- B. Draft Work Plan

(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:**

Review the Regular Meeting minutes of September 9, 2024.

Strategic Plan Goal(s):

Goal No. 5. High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Approve the meeting minutes.

Attachments:

A. September 9, 2024 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, November 11, 2024, 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, Alfa Lopez, Assistant to the City Manager/Economic Development Manager, 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.