



## BRISBANE COMMITTEE

### ACTION MINUTES

---

#### BRISBANE INCLUSION, DIVERSITY, EQUITY AND ACCOUNTABILITY

#### COMMITTEE MEETING

**Wednesday, May 15, 2024**

*Hybrid Meeting 50 PARK PLACE, BRISBANE, CA 94005*

#### COMMITTEE MEMBERS:

Anna Dennis (Chair), Mangesh Kolhatkar (Vice Chair), Alex Horton and Miyoko Nida

#### 6:00 P.M. CALL TO ORDER

Chair Dennis called the meeting to order at 6:04 P.M.

#### ROLL CALL

- A. Consider any request of a Committee Member to attend the meeting remotely under the "Emergency Circumstances" of AB 2449**

Committee Member Miyoko was approved to attend the meeting remotely under the Emergency Circumstances of AB 2449.

Committee Members Present: Anna Dennis (Chair), Mangesh Kolhatkar (Vice Chair), Alex Horton and Miyoko Nida

Committee Members Absent: None

#### APPROVAL OF AGENDA

Committee Member Kolhatkar made a motion, seconded by Chair Dennis, to approve the agenda as it stands. The motion carried unanimously by all present.

Ayes: Committee Members Kolhatkar, Nida and Chair Dennis

Noes: None

Absent: Horton (absent for the vote)

Abstain: None

#### PUBLIC COMMENT

No member of the public wished to make public comment.

#### APPROVAL OF MINUTES

- B. Approve minutes of IDEA Committee Meeting of March 20, 2024**

Committee Member Kolhatkar made a motion, seconded by Chair Dennis, to approve the IDEA Committee meeting minutes of March 20, 2024. The motion was carried unanimously by all present.

Ayes: Committee Members Kolhatkar, Horton, Nida and Chair Dennis

Noes: None

Absent: None

Abstain: None

## **NEW BUSINESS**

### **C. Housing Element Implementation Program**

Principal Planner Ayres reported that the IDEA Policy subcommittee discussed a variety of ways that the Committee could collaborate with staff to implement the Housing Element Implementation program, including:

- Develop a scope and work plan for the stakeholder committee
- Assist in identifying individual community members, including the current Committee members who may be interested in participating in the committee
- Brainstorming outreach strategies and opportunities to engage targeted households
- Review written outreach materials provided by staff
- Assist in outreach event staffing/organization

After Committee questions, no public comment and more Committee discussion, Principal Planner Ayres reported that for the next steps staff will bring back a work plan at a future Committee meeting to advance implementation of the program. Committee members asked staff to outline what light, medium or heavy involvement would look like.

### **D. Review Notable Dates Calendar**

Staff reviewed the Notable Dates Calendar with Committee Members. Staff added that a question was raised by Alina Zavodnik on my Jewish American Heritage Month was not featured for the email Blast in May. After Committee questions and discussion, staff was directed to draft a policy for an official criteria and process/flowchart to be considered in the City's notable dates calendar and to add the Jewish American Heritage Month in May and Arab American Heritage in April.

### **E. Cultural Grant Proposal**

Staff reviewed the Cultural Grant Proposal from City of South San Francisco. Staff also reported that a request has been made by Ranjani, Jyostna and Swetha requesting the City to fund \$400 to purchase the food for a Diwali event in 2024.

After Committee questions and discussion, staff members were directed to draft a grant proposal that can identify sources of funding, and creating a criterion for selection (e.g., the need for the grant) and evaluation tracking.

Committee Member Kolhatkar made a motion, seconded by Chair Dennis, to approve the use of \$400 from the BETSY funds for the funding of the food for the Diwali event in 2024 and to help with outreach. The motion was carried unanimously by all present.

Ayes: Committee Members Kolhatkar, Horton, Nida and Chair Dennis

Noes: None

Absent: None

Abstain: None

## **ANNOUNCEMENTS**

### **F. Update on GotWheels! Peninsula Event**

Staff invited Committee members to the GotWheels! Peninsula Anniversary Event on June 6, 2024.

## **ADJOURNMENT**

The meeting was adjourned by Chair Dennis at 7:20 p.m.



---

Ingrid Padilla, City Clerk