



CITY of BRISBANE

Inclusion, Diversity, Equity & Accountability Committee Meeting Agenda

Wednesday, October 16, 2024 at 6:00 PM • Hybrid Meeting 50 Park Place, Brisbane, CA 94005

The public may observe/participate in IDEA Committee meetings using remote public comment options or attending in person. Committee Members shall attend in person unless remote participation is permitted by law. The IDEA Committee may take action on any item listed in the agenda.

TO ADDRESS THE COMMITTEE

IN PERSON

Location: 50 Park Place, Brisbane, CA 94005, Large Conference Room

Masks are no longer required but are highly recommended in accordance with California Department of Health Guidelines. To maintain public health and safety, please do not attend in person if you are experiencing symptoms associated with COVID-19 or respiratory illness.

REMOTE PARTICIPATION

Members of the public may observe/participate in the IDEA Committee Meeting by logging into the Zoom Webinar listed below. Archived videos can be replayed on the City's website, <http://brisbaneca.org/meetings>. Please be advised that if there are technological difficulties, the meeting will nevertheless continue.

The agenda materials may be viewed online at www.brisbaneca.org at least 24 hours prior to a Special Meeting, and at least 72 hours prior to a Regular Meeting.

Remote Public Comments:

Meeting participants are encouraged to submit public comments in writing in advance of the meeting. Aside from commenting while in the Zoom webinar the following email and text line will be also monitored during the meeting and public comments received will be noted for the record during Oral Communications 1 and 2 or during an Item.

Email: ipadilla@brisbaneca.org or **Text:** (628) 219-2922

Join Zoom Meeting:

brisbaneca.org/idea-zoom

Meeting ID: 893 5139 9920

Call In Number: 1 (669) 900 9128

SPECIAL ASSISTANCE

If you need special assistance to participate in this meeting, please contact the City Clerk at (415) 508-2113. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

COMMITTEE MEMBERS:

Quita Highsmith, Alex Horton, Lailah Khalil, Mangesh Kolhatkar (Vice Chair), Anna Dennis (Chair), and Carol Zoltowski

6:00 P.M. CALL TO ORDER

ROLL CALL

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

APPROVAL OF AGENDA

PUBLIC COMMENT

APPROVAL OF MINUTES

- B. Approve IDEA Committee Meeting Minutes of September 18, 2024

OLD BUSINESS

- C. Day in the Park Survey Overview

NEW BUSINESS

- D. Inclusion Statement Presentation

ANNOUNCEMENTS

- E. Staff Announcements
 - Recruitment Update
 - Park and Rec's Festival of Lights Subcommittee

- F. Member Announcements

ADJOURNMENT

Brisbane Committee

Action Minutes

Brisbane Inclusion, Diversity, Equity and Accountability

Committee Meeting

Wednesday, September 18, 2024

COMMITTEE MEMBERS:

Quita Highsmith, Alex Horton, Lailah Khalil, Mangesh Kolhatkar (Vice Chair), Anna Dennis (Chair), and Carol Zoltowski

6:00 P.M. CALL TO ORDER

Chair Dennis called the meeting to order at 6:03 P.M.

ROLL CALL

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

There were no requests under Roll Call Item A.

Committee Members present- Committee Members Horton, Khalil, Zoltowski and Chair Dennis

Committee Members absent- Committee Members Highsmith and Kolhatkar

APPROVAL OF AGENDA

Committee Member Zoltowski made a motion, seconded by Committee Member Horton to approve the agenda as it stands. Motion was carried unanimously by all present.

Ayes: Committee Members Horton, Khalil, Zoltowski and Chair Dennis

Noes: None

Absent: None

Abstain: None

PUBLIC COMMENT

No members of the public were present online or in person.

APPROVAL OF MINUTES

B. Approve IDEA Committee Meeting Minutes of August 21, 2024

Committee Member Horton made a motion, seconded by Committee Member Zoltowski to approve the agenda as it stands. Motion was carried unanimously by all present.

Ayes: Committee Members Horton, Khalil, Zoltowski and Chair Dennis

Noes: None

Absent: None

Abstain: None

OLD BUSINESS

C. Day in the Park Planning

Staff reported that Day in the Park is an annual community festival held the first Saturday of October from 10am-3pm held at the Brisbane Community Park. Staff wanted further feedback on the IDEA Community Survey and objectives for tabling.

Staff was directed to email a draft of the survey and sign-ups for tabling to committee members.

D. United Against Hate Campaign 2024

Staff was directed to continue the campaign through social media and a poster campaign.

ANNOUNCEMENTS

E. Staff Announcements

- committee schedule

- upcoming events

Staff welcomed new members to the Committee and provided an update on the Committee's upcoming schedule for meetings and events.

F. Member Announcements

- Age-Friendly Update

Active Adult Flyers were distributed to different City buildings and facilities.

- Festival of Lights Subcommittee

Committee members Khalil and Chair Dennis provided a brief update on the Parks and Recreation Festival of Lights Subcommittee Meeting. The Committee brainstormed ideas to go along with the event's theme of "Peace."

ADJOURNMENT

The meeting was adjourned by Chair Dennis at 7:03 p.m.



INCLUSION, DIVERSITY, EQUITY, AND ACCOUNTABILITY AGENDA REPORT

Meeting Date: 10/16/2024

From: Caroline Cheung, Assistant to the City Manager

Subject: 2024 Day in the Park Survey Responses To-Date

Community Goal/Result

Community Building

Safe Community

Purpose

Listen to the perspectives and comments provided by community members.

Recommendation

Receive an overview of the survey responses received to date to begin informing IDEA's 2025 work plan and beyond.

Background

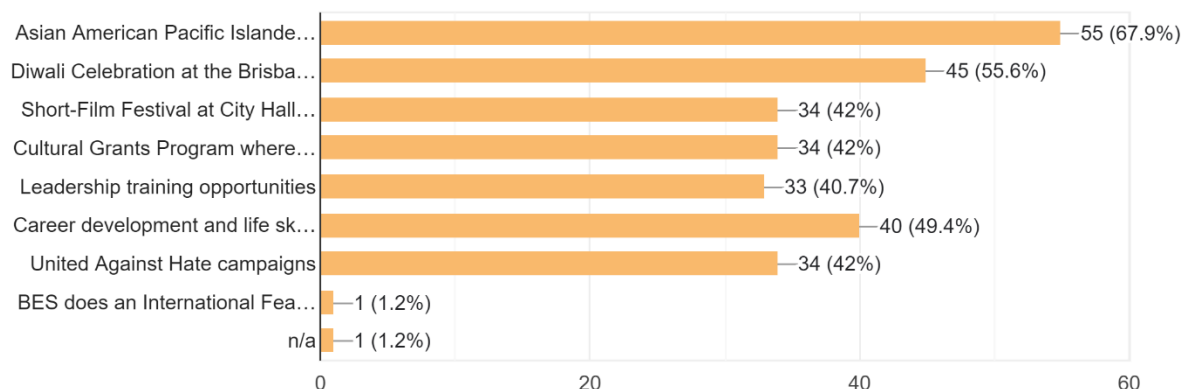
Leading up to the Day in the Park, which took place on Saturday, October 5th, a survey was created with input from IDEA Committee members in an effort to hear feedback from residents and build upon past surveys. There was a short article with QR code and picture of a Betsy sticker pack placed in the October STAR newsletter, inviting community members to visit their booth at Day in the Park, and that the survey would be left open until the end of October. The article mentioned that at that time, a randomizer would be used to mail three lucky survey respondents a Betsy sticker pack. Since the survey was available online in the days leading up to the Day in the Park, a contest took place to capture any early engagers, with a call out about the survey in the Wednesday, 10/2 City Manager's Weekly Update aka "The Blast" and on the City's Facebook page; a random survey response would be drawn at 5 PM the Friday before the main event. An employee from the Brisbane School District won that drawing and received a Betsy sticker pack the following Monday for engaging early with IDEA. For the actual Day in the Park, paper surveys were available as well as a QR code to scan should visitors to IDEA's booth choose to take the survey online. A total of 59 surveys were filled out via hard copy and only a few chose to take the survey online. To date, 81 survey responses have been received.

Discussion

The first question talked about the events IDEA has sponsored over the years and to consider how IDEA should go about selecting which ones they'll continue to host, which was the Cultural Grants Program where residents can submit an application for funding to host an event. Here is the breakdown:

IDEA has sponsored a few events over the years which has led to them to consider how they should go about selecting which ones they'll continue to h...uture years, and the related items needed to do so.

81 responses



- Asian -

- American Pacific Islander Heritage Month
- Diwali Celebration at the Brisbane Library
- Short-Film Festival at City Hall on topics that covered tolerance & diversity
- Cultural Grants Program where residents can submit an application for funding to host an event
- Leadership training opportunities
- Career development and life skills
- United Against Hate campaigns

#1 was Asian American Pacific Islander Heritage Month, followed by Diwali Celebration at the Brisbane Library, and then career development and life skills.

One survey respondent said that BES does an International Feast every year which brings all students together to celebrate their heritage through sharing a dish, and how it would be nice to have a community-wide event to help people get to know each other and learn more about other cultures. They added that BES students sometimes wear traditional clothing to celebrate their cultures and that an event like this could be done around Indigenous Peoples Day.

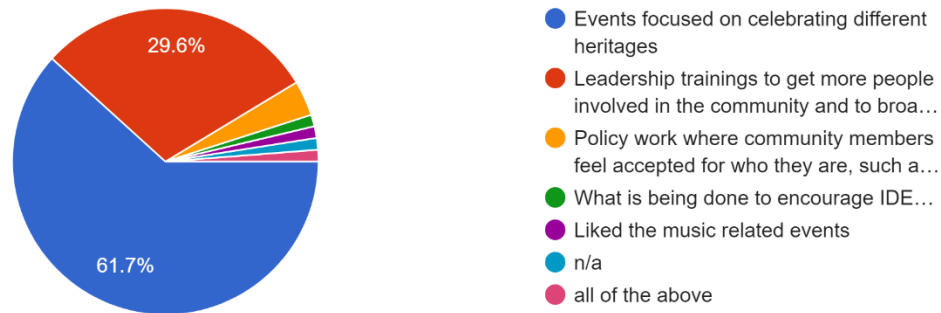
The next question asked where the holes" were and if there was anything the Committee was missing that the survey respondent felt was important for IDEA to do or continue doing. It was a multiple-choice question where they could choose the items that were most important to them. Those options were:

- Events focused on celebrating different heritages
- Leadership trainings to get more people involved in the community and to broaden our perspectives
- Policy work where community members feel accepted for who they are, such as the Administrative – Policy for Flag Display Procedures
- Other

#1 was events, followed by leadership trainings, and then policy work. Here is the breakdown:

IDEA wants to know where the "holes" are...is there anything the Committee is missing that you feel is important for them to work on next year? Please check the one that's most important to you.

81 responses



The comment next to the green dot was, What is being done to encourage IDEA's work with families and our schools?

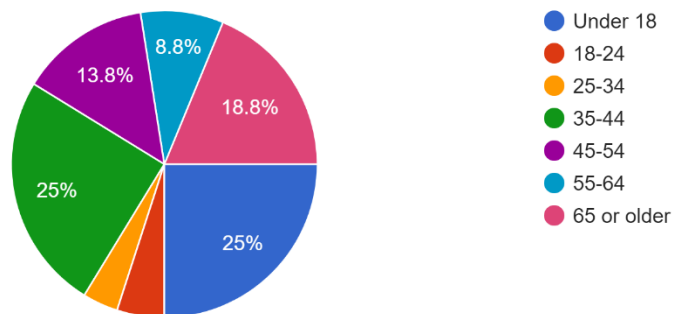
The third and final question of the main survey was a fill-in question, asking if there was anything the respondent wanted to share with the Committee. Here are those responses:

- I'd like to see more events celebrating different heritages as I would like to showcase those to our kids and help bring them up in an environment that celebrates all cultures and gives us an avenue to talk about DEA policies in an easy and also fun way.
- I support the focus on celebrating various cultures and heritages, as well as the message to unite against hate. I also think that people with disabilities could be an area of focus for the committee - highlighting diversity within the disability community.
- Hispanic Heritage Day
- LGBTQ parade
- I appreciate your work.
- Is LGBT representation part of the committee focus?
- Where are the Black Lives Matter flags?
- Bringing different people together to learn about each others' heritage is invaluable and the younger the better!
- If possible, Open Night Market
- Keep up the great work!
- celebrate stuff for Asians
- More community events for all ages.
- food festivals
- Family liaison in schools
- How to manage & not do (for leadership training opportunities)
- more fun activities and education program
- make questions shorter

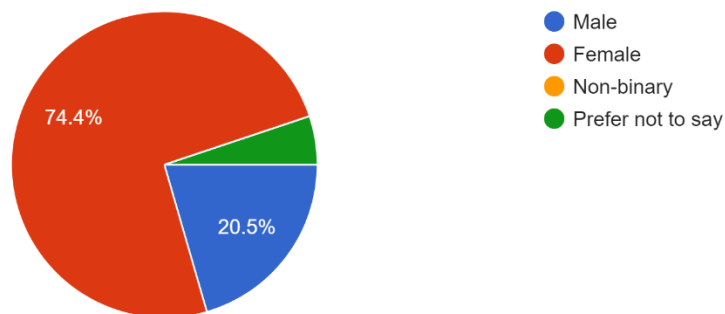
- You people are awesome!
- more life skills
- I'd love to see this committee continue promoting an inclusive environment in Brisbane.
- Anything fun for kids
- want to select policy work option above
- Sunrise Room has a lot of great activities
- Thanks for bringing awareness!
- combined diversity celebration-> info + entertainment; short film fest -> need a way to share info w/ younger folks

Lastly, the survey had an optional Demographics section. Here are those responses:

Age range:
80 responses

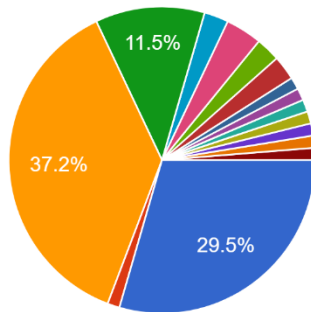


Gender identity:
78 responses



Race/Ethnicity:

78 responses



- White
- Black or African American
- Asian
- Hispanic or Latino
- Native American
- Pacific Islander
- Prefer not to say
- White/Asian

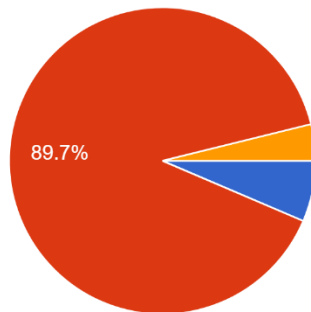
1/2 ▼

- n/a
- white/ latin
- all of the above?
- Asian, Hispanic/Latino
- mixed
- whote, hispanic/latino
- white, Asian,, Hispanic/Latino

2/2 ▼

Do you have a disability?

78 responses



- Yes
- No
- Prefer not to say

Fiscal Impact

None at this time.

Measure of Success

The IDEA Committee develops a work plan for 2025 that correlates with the survey responses.

Caroline Cheung

Caroline Cheung, Assistant to the City Manager