



BRISBANE COMMITTEE

ACTION MINUTES

BRISBANE INCLUSION, DIVERSITY, EQUITY AND ACCOUNTABILITY

COMMITTEE MEETING

Wednesday, March 19. 2025

Hybrid Meeting 50 PARK PLACE, BRISBANE, CA 94005

COMMITTEE MEMBERS:

Quita Highsmith, Alex Horton, Masha Kohn, Maria Marc, Carol Zoltowski and Anna Dennis (Chair)

6:00 P.M. CALL TO ORDER

Chair Dennis called the meeting to order at 6:06 PM.

Maria Marc teleconferenced from 52-72, Iuliu Maniu, Bl 3, Sc A, Ap 34, Sector 6, Bucharest, Romania

ROLL CALL

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

No member of the Committee made a request under Roll Call Item A.

Committee Members Present: Alex Horton, Maria Marc, Carol Zoltowski and Anna Dennis (Chair)

Committee Members Absent: Quita Highsmith, and Masha Kohn

B. Introduction

Introductions will be moved to the next meeting.

APPROVAL OF AGENDA

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

Ayes: Alex Horton, Maria Marc, Carol Zoltowski and Anna Dennis (Chair)

Noes: None

Absent: Quita Highsmith, and Masha Kohn

Abstain: None

PUBLIC COMMENT

No members of the public were present.

APPROVAL OF MINUTES

C. Approve IDEA Committee Special Meeting Minutes of February 25, 2025

Committee Member Horton made a motion, seconded by Committee Member Zoltowski, to approve IDEA Committee Special Meeting Minutes of February 25, 2025. The motion was carried unanimously by all present.

Ayes: Alex Horton, Maria Marc, Carol Zoltowski and Anna Dennis (Chair)

Noes: None

Absent: Quita Highsmith, and Masha Kohn

Abstain: None

NEW BUSINESS

D. Selection of Chair and Vice Chair

This item was tabled until the next meeting.

OLD BUSINESS

E. Report out of Liaison Meeting

Committee Members Horton and Chair Dennis attended the Liaison Meeting with Councilmember Davis and Mayor Lentz. They reported back that after reviewing the draft IDEA Committee Work Plan, the committee was directed to work with staff and City Manager Dennis on a work plan that has more “teeth” and using the San Mateo County’s draft Equity in Government Resolution template. Given the unique moment in time, the group can focus on policy work rather than events and Council wants to hear from the IDEA Committee members. Lastly, City Manager Dennis will include \$2,000 to the budget for the IDEA Committee program expenditures.

Committee Members Horton and Chair Dennis will also meet with City Manager Dennis to discuss what technical support they need to draft the IDEA Committee Work Plan.

F. Work Plan Review

This item will be continued to a future meeting. Committee Member Zoltowski volunteered to edit the San Mateo County’s Equity in Government Resolution template.

ANNOUNCEMENTS

G. Staff Announcements

Staff members announced that the toiletry drive donation to the Catholic Worker Hospitality House in San Bruno will be delivered on Friday, March 21, 2025.

H. Member Announcements

No announcements were made by members.

ADJOURNMENT

The meeting was adjourned at 6:52 PM.



Ingrid Padilla, City Clerk