

REGULAR MEETING MINUTES OF THE EL SEGUNDO DIVERSITY, EQUITY, AND
INCLUSION (DEI) COMMITTEE
WEDNESDAY, DECEMBER 11, 2024

CALL TO ORDER – Chairperson Villena called the meeting to order at 6:09 pm.

ROLL CALL

Chairperson Villena	-	Present
Vice Chairperson Atmore	-	Present
Member O'brien	-	Present
Member Green	-	Present
Member Hill	-	Absent
Member McFadden	-	Present
Member Steven Gebhart	-	Absent
Member Janicek	-	Present

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5-minute limit per person, 30-minute limit total)

Chairperson Villena read public comment received from Richard Arabian on their behalf.

A. CONSENT

1. MOTION by Member Green, SECONDED by Member McFadden, approving the Regular Committee meeting minutes of November 13, 2024. MOTION PASSED. 4/0/1

B. UNFINISHED BUSINESS

2. Committee Discussion Regarding the DEI Annual Workplan. Cultural Arts Coordinator, Randy Niessen discussed interest from the Arts and Culture Committee (ACC) to collaborate during various events throughout the upcoming year.

Chairperson Villena discussed the due dates for the 2025 Work Plan and staff report to be presented to City Council in February 2025. Members of the committee asked questions regarding the presentation, the swearing in process for incoming members, rebranding the DEI slogan and events. Cultural Arts Coordinator, Randy Niessen, and Acting Senior Admin. Analyst Chelsea Shafer provided additional feedback.

Chairperson Villena requested that staff agendaize discussing potential joint meeting dates to present to the ACC during the next regular DEI meeting.

3. 2025 Subcommittee Scope, Assignments, and Strategy

Chairperson Villena discussed the need for subcommittees to have regularly scheduled meetings outside of the DEI meetings and requested that selection of Chairperson and Vice Chairperson be agendaized for the next regular DEI meeting.

C. NEW BUSINESS

4. December Event Debrief – Joy Around the World / Festival of Holidays

Acting Senior Admin. Analyst Chelsea Shafer discussed the event and the DEI Booth. Members of the committee discussed booth logistics for 2025, more involvement opportunities, and promoting the committee's mission.

5. DEI Vacancy

Moved up the agenda to be presented after C3 at the request of Chairperson Villena

Chairperson Villena discussed the three interviews and approvals for vacancies on the committee, the El Segundo Unified School District Pilot Program, and outreach opportunities to promote vacancies.

Members of the committee asked questions regarding application requirements. City Attorney provided additional information.

Chairperson Villena requested staff to determine when the next round of DEI applications will be received.

D. REPORTS – RECREATION, PARKS, AND LIBRARY DIRECTOR

Cultural Arts Coordinator Randy Niessen spoke on the behalf of Director Aly Mancini regarding potential joint meetings with the ACC.

F. COMMITTEE MEMBER COMMENTS

Vice Chairperson Atmore thanked staff and volunteers for the holiday events.

Member Green commented on the volunteer nature of the DEI and its members and commented on the city engagement subcommittee for DEI.

Member O'Brien commented on the volunteer nature of the DEI, focus points for the city engagement subcommittee, and DEI-related art.

Member Janicek commented on the continued relationship between the City, the school district, and the DEI committee.

Chairperson Villena expressed the importance of DEI, wished everyone happy holidays and new year, and requested the following be agendized for the upcoming regular meeting:

- Scope of workplan discussion.
- Selecting Chairperson and Vice Chairperson for 2025.
- The Plunge RFQ.

Adjourned at 7:35 PM

Chelsea Shafer

Chelsea Shafer, Acting Senior Admin. Analyst