



**SPECIAL MEETING OF THE  
CITY OF EL SEGUNDO  
Diversity, Equity, and Inclusion (DEI) Committee  
AGENDA**

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MEETING DATE: Wednesday, May 25, 2022  
MEETING TIME: 4:30 p.m.  
MEETING PLACE: 339 Sheldon St. (Joslyn Center Social Room)  
El Segundo, CA 90245

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The Diversity, Equity, and Inclusion Committee, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Unless otherwise noted in the Agenda, the public can only comment on City-related business that is within the subject matter jurisdiction of the Diversity, Equity, and Inclusion Committee.

Members of the Public may also provide comments electronically by sending an email to the following address, with a limit of 150 words and accepted up until 30 minutes prior to the meeting: [pbates@elsegundo.org](mailto:pbates@elsegundo.org) *in the subject line please state the meeting date and item number.* Depending on the volume of communications, the emails will be read to the Committee during public communications.

**NOTE:** Emails and documents submitted will be considered public documents and are subject to disclosure under the Public Records Act. and possibly posted to the City's website.

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Portland Bates, 310-524-2343. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.**

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**A. CALL TO ORDER**

**B. ROLL CALL**

Avery Smith - Chairperson  
Kenneth Chancey - Co-Chairperson  
Genesis Jackson-Member  
Steven Wood – Member

Shad McFadden - Member  
Christina Vasquez-Fajardo - Member  
Christibelle Villena - Member  
Michael Lipsey- Member

**C. PUBLIC COMMUNICATION**

Related to city business only and for which the DEI Committee is responsible. At this time, members of the public may speak to any item on the agenda only. Before speaking, you are requested, but not required, to state your name and address for the record. If you represent an organization or a third party, please so state. 5 minutes per person; 30 minutes total

**D. APPROVAL OF MEETING MINUTES**

**1. Minutes from the May 11, 2022 DEI Committee Meeting**

*Recommendation:* Approve meeting minutes.

**E. UNFINISHED BUSINESS**

**1. Local Economy Subcommittee**

*Recommendation:* Approve Local Economy Subcommittee Report.

**2. New DEI Member Subcommittee Assignments**

*Recommendation:* Discussion

**3. El Segundo Town Hall**

*Recommendation:* Discussion

**F. ADJOURNMENT**



**City of El Segundo**  
**Diversity, Equity, and Inclusion**  
**Meeting Minutes**  
May 11, 2022 5:30 p.m.  
348 Main St, El Segundo CA 90245

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**A. CALL TO ORDER**

The meeting was called to order at 5:37p.m. by Chairperson Smith and roll call was conducted by Management Analyst Portland Bates.

**B. ROLL CALL**

**Committee Members Present:** Shad McFadden, Avery Smith, Christibelle Villena, Christina Vazquez-Fajardo, Steven Wood, Kenneth Chancey, Genesis Jackson, Michael Lipsey

**City Staff Present:**

Barbara Voss, Deputy City Manager  
Joaquin Vasquez, Assistant City Attorney  
Amanda Elek-Truman, Human Resources Manager  
Portland Bates, Management Analyst

**C. PUBLIC COMMUNICATIONS**

Keith Puckett reminded the committee members of the oaths they took pertaining to upholding the constitution. Mr. Puckett addressed Member Wood's previous comments regarding transgender athletes and stated that not including community feedback in the DEI Public Safety Subcommittee Report is egregious. Mr. Puckett also asked that we record the meetings.

John Pickhaver member of the Sweat Equity Alliance commented on the community survey. Mr. Pickhaver thanked Chairperson Smith for his response to Member Wood's comments regarding the legitimacy of the survey. Mr. Pickhaver addressed Member Wood's DEI membership and his belief in the principles of DEI. Mr. Pickhaver encouraged the committee to seek guidance from the council on Member Wood's behavior and membership status.

**D. APPROVAL OF MEETING MINUTES**

Motion: to approve the meeting minutes of Wednesday, April 26, 2022 motion was made by Member Wood with a second by Member McFadden. Motion passed 6-0

**E. UNFINISHED BUSINESS**

**1. DEI Community Survey Update**

Deputy City Manager Barbara Voss gave an update on the DEI Community Survey. The survey is complete and there have been a few changes. The City plans to release the survey next week. Member Wood asked about the security of the survey. Deputy City Manager Voss explained that the Qualtrics survey software addresses security issues. Member Wood stated that several community members were able to complete the City's "NetPromoter" customer satisfaction survey twice. Deputy City Manager Voss offered to take a look into this and asked Member Wood to send her the email addresses of the people who may have taken the survey multiple times. Member Wood continued to share his concern regarding the survey and that he doesn't believe the legitimacy of the survey because fringe groups across the country can fill out the information. Deputy City Manager Voss explained that staff will use data with Qualtrics to attempt to prevent this issue.

## 2. Local Economy Subcommittee

Chairperson Smith presented a draft of the Local Economy Subcommittee Report and went through the focus areas. The subcommittee report analyzed what is happening in the business community and spoke to companies and got information online. Member McFadden requested that the sources of information in the report be cited. Members discussed the approach dealing with private companies in comparison to public organizations. Chairperson Smith explained each section of the report and members discussed the format and approach going forward. Chairperson Smith proposed a partnership with the Citywide Subcommittee to explore and analyze recruiting practices. The committee discussed the current recruiting practices with HR Manager Amanda Elek-Truman. Chairperson Smith discussed the recommendations and next steps and received member feedback and suggestions. Members discussed a special meeting to review an updated draft of the report. Membership decided the special meeting will be held on May 25, 2022 at 5:30 p.m.

## F. REPORT OF SUBCOMMITTEES

- a. Community at Large – Chairperson Smith discussed the outgoing survey and holding a townhall for the public to give their input. Member Villena asked about the survey and if the committee will be able to view it prior to distribution. Deputy City Manager Voss assured the committee they will. Vice Chairperson Chancey proposed adding a Town Hall meeting to the next agenda. Member wood seconded the motion and it passed 6 -0.
- b. Public Safety- Member McFadden discussed the sub committee experience with the fire department and the three meetings that were held. The meetings clarified what the fire department does and the people in these positions. Member McFadden complimented Chief Lee on her commitment to diversity. Vice Chairperson Chancey commented on El Segundo's fire facilities and how beneficial the facilities are. Member Villena commented on the dinner's and how she would like the opportunity to follow up with the fire department. The approach is about the pipeline and how they are filling out their staff. The department was extremely supportive. Member Wood discussed the fire department's views regarding the City and City Council not being aware of what needs to be done. He also discussed a brushfire that could have been worse considering the City is discussing a Brown Out of Engine 32.
- c. Citywide Organization – Member Vazquez-Fajardo discussed the engagement between Human Resources and the Citywide Committee has been great. The employee engagement survey is set to go out in July and they are excited to get new committee members.

## G. COMMITTEE MEMBER COMMUNICATION – Limited to 5 minutes per member

Member Jackson - asked why we aren't recording the meetings anymore. Chairperson Smith answered that the meetings were on Zoom as a result of the pandemic. As we came out of the pandemic the special order was lifted. The committees are all trying to be uniform. Deputy City Manager Voss informed the committee that staff was directed that all CCBs go back to in person. The only place we can broadcast live meetings is in the Council Chambers and the other option is all CCBs be recorded and uploaded to Zoom. Deputy City Attorney Joaquin Vazquez discussed the legal requirements that the city adheres to in terms of making the meeting available to the public and providing the meeting on Zoom isn't a requirement. The CCBs that are recorded are held in the council chambers. Member Jackson stated she would like that option for residents that aren't able to attend the meeting. Member Jackson would be interested in the Community at Large and Citywide Organization subcommittees.

Member Vazquez-Fajardo - mentioned that it is important to have meetings that are broadcast live. Member Vazquez-Fajardo expressed her concern with committee members recording the public making public comment. What message are we communicating as a committee if the public doesn't feel safe making comments.

Member McFadden - acknowledged the work City staff has done and wants to leverage staff but doesn't want to over leverage staff. Member McFadden wants to make sure we can all do our work without stress.

Member Villena - cleared up a misunderstanding with Member Wood. She mentioned they are all on the same team and wants the survey to be successful and for us to be accountable. The survey has to go out and there will be a wide range of opinions. Member Villena acknowledged Chief Lee and the meetings they have had with the fire department.

Member Wood - stated he is proud and honored to be on this committee and he takes getting DEI correct extremely serious. Member Wood's earlier comments were to ensure that the survey was accurate. Member Woods's stated that he is conservative and not a racist and hopes the new members can help the DEI be more inclusive. The committee doesn't welcome inclusivity of thought.

Chairperson Smith - mentioned that he didn't recall any members calling Member Wood a racist. The committee has been tolerant of differing opinions they just don't agree. This is not the committee to join if you want to be popular. Many people have been intolerant of Chairperson Smith being on the committee. Community members have not been happy about decisions made on both sides of the aisle. Member areas of expertise being brought into the committee are important. Chairperson Smith wants the thoughts of the experts not every opinion and thought. Member Wood does have expertise in some areas and can be valuable to the committee in those ways. Where he runs afoul is when he tries to over talk members of the committee who do have expertise in specific areas that Member Wood doesn't.

Vice Chairperson Chancey - suggested the Committee adjourn in honor of his younger sister who passed away years ago. Vice Chairperson Chancey commented on the value Coach Wood brings to the committee and we shouldn't be petty and all move forward with love.

## **H. ADJOURNMENT**

Meeting was adjourned at 8:24 pm to the next special meeting Wednesday, May 25, 2022 at 5:30pm.