



Regular Meeting of the **COMMUNITY TASK FORCE ON EQUITY, DIVERSITY, AND INCLUSION**

Thursday, April 22, 2021

Location: Electronic Methods

Meeting Procedure During Coronavirus (COVID-19) Outbreak:

In keeping with the guidelines provided by the State of California and Alameda County Department of Public Health regarding gatherings during the coronavirus (COVID-19) outbreak, and recommendations to follow social distancing procedures, the following practices are adopted during the Community Task Force on Equity, Diversity, and Inclusion Meeting.

- The meeting will be held remotely via Zoom Video Communications:
<https://dublinca.zoom.us/j/87966155633?pwd=a3IyZVks5Q2xmSDJicVpPQXlDUXFOZz09>
Passcode: MXah40Ba
For audio only, you can join the meeting by telephone: (669) 900-9128
Webinar ID: 879 6615 5633
Passcode: 84126282
- Individuals wanting to make public comment may email John.Stefanski@dublin.ca.gov starting at 1:00 p.m. on Thursday, April 22, 2021. Please provide your name and the agenda item you would like to speak on.
- When the agenda item upon which the individual would like to comment is addressed, the speaker will be announced in the meeting when it is his/her time to speak to the Community Task Force on Equity, Diversity, and Inclusion. The speaker will then be unmuted for comment.

1. CALL TO ORDER

2. PUBLIC COMMENT

At this time, members of the public are encouraged to address the Task Force on any items of interest that is within the subject matter jurisdiction of the Task Force and not already included on the Agenda. Comments should not exceed three (3) minutes.

3. ACTION ITEMS

3.1 Approval of Minutes from April 8, 2021 Community Task Force Meeting

The Task Force will consider the approval of the minutes from the April 8, 2021 Community Task Force meeting.

4. REPORTS

4.1 Presentation by Assistant to the City Manager John Stefanski – Citywide DEI Initiatives

Assistant to the City Manager Stefanski will present on Inclusive, Equitable, and Accessible Programming and Events, and Community Agency Funding and Support.

4.2 Task Force Discussion on City-wide DEI Presentations and Approach to Work.

Seed Collaborative will facilitate a discussion where members of the Task Force will share their additional questions, thoughts and opinions in response to the presentations on citywide DEI initiatives. The Task Force will also discuss their preferred approach to this portion of the Task Force’s work.

4.3 Review and Comment on the Proposed Agenda Planning Calendar

The Task Force will review and comment on the Proposed Agenda Planning Calendar.

5. OTHER BUSINESS

6. ADJOURNMENT

Next Special Meeting: April 29, 2021 at 5:30pm

This AGENDA is posted in accordance with Government Code Section 54954.2(a). If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the City Clerk’s Office (925) 833-6650 at least 72 hours in advance of the meeting.

Mission

The City of Dublin promotes and supports a high quality of life, ensures a safe and secure environment, fosters new opportunities, provides equity across all programs, and champions a culture of diversity and inclusion.



SUMMARY MINUTES OF THE COMMUNITY TASK FORCE ON EQUITY, DIVERSITY & INCLUSION

REGULAR MEETING – April 8, 2021

A regular meeting of the Community Task Force on Equity, Diversity & Inclusion was held on April 8th, 2021, via Zoom telecommunications. The meeting commenced at 5:32 PM.

Roll Call

PRESENT: Natasha Tripplett, Rameet Kohli, Isabella Helene David, Eman Tai, Clifford Brown Jr., Matthew Aini, Beatriz Ballesteros-Kogan, Dyrell Foster, Kathy Avanzino, Martha Orozco (alt.), John Stefanski, Paul Hudson, Rodas Hailu.

ABSENT: Brittany Jacobs (alt.)

1. Call to Order

Assistant to the City Manager, John Stefanski called the meeting to order at 5:32 PM.

2. Public Comment

Mr. Stefanski called for Public Comments. No comments were made.

3. Action Items

3.1 Approval of Minutes from March 25, 2021, Community Task Force Meeting

Motioned by Member Aini and Seconded Member Ballesteros-Kogan. The Task Force Members unanimously approved the minutes.

4. Reports

4.1 Presentation by Assistant to the City Manager Stefanski – City-wide DEI Initiatives

Mr. Hudson asked about public comments at City Council meetings. Mr. Stefanski reiterated the process for members of the public to submit public comments.

Mr. Stefanski presented on City-wide DEI Initiatives pertaining to boards and commission recruitments and City communications.

Member Ballesteros-Kogan asked about requirements for the YAC committee. Mr. Stefanski elaborated on these requirements. Mr. Hudson asked about the process for creating a commission. Mr. Stefanski discussed the process to create a commission, which requires an act by the City Council. Member Avanzino asked about the difference between the Task Force's creation and that of a permanent Commission/Committee. Mr. Stefanski elaborated on the differences in criteria. Member Tai asked about determination of the seats on a commission and geographic determination. Mr. Stefanski discussed the process for determining seats on a commission, which takes place when the commission is established.

Mr. Stefanski reviewed City communications.

Member David asked about PDF accessibility on the City's website. Mr. Stefanski discussed the background on PDF accessibility and how HTML content on the City website is translatable by Google Translate.

Mr. Hudson asked about surveys. Mr. Stefanski elaborated on the resident satisfaction survey. Member Orozco asked a clarifying question about survey distribution. Mr. Stefanski elaborated on survey distribution throughout the City. Mr. Hudson asked about community conversations and study sessions with the community. Mr. Stefanski elaborated on community conversations with smaller groups for virtual town hall events. Member Tripplett asked about surveys and the sample size in representation of the community. Mr. Stefanski discussed the randomization of the survey samples. Member Tai asked for clarification around randomized sample of the surveys. Mr. Stefanski elaborated on survey samples and reviewed the previous survey's demographics of respondents. Member David requested voter demographic information in Dublin. Member Orozco asked about requesting information from the survey about participants. Mr. Stefanski elaborated on requesting this information. Member Ballesteros-Kogan asked about age demographics. Mr. Stefanski provided data from the 2019 American Community Survey.

Mr. Hudson asked the Task Force their thoughts on how to develop the recommendations for this section of the Task Force's work. Member Tai discussed Citizen participation and interaction with the City Council. Member Ballesteros-Kogan discussed continuing ad-hoc meetings. Member Tripplett discussed reviewing all areas before discussing commissions in ad-hoc groups. Mr. Stefanski discussed the remaining two categories that will be covered in the upcoming meetings. Mr. Hudson asked about the potential of ad-hoc groups. Member Kohli asked about the goal of the recommendations. Mr. Stefanski clarified the goal of the Task Force, reiterating the charge adopted by the City Council. Member Aini discussed moving forward with ad-hoc groups. Mr. Hudson asked the Task Force to provide questions related to the four topics and to pick an area of interest to make decisions in the next four meetings. Mr. Stefanski reported on Member Foster's question about providing information ahead of time to the group.

Mr. Stefanski reported on Member Kohli's question about reviewing recommendations at the next meeting. Member Orozco asked about demographic surveys and whether cities will conduct them annually. Member Tripplett asked about sharing information from the schools. Mr. Stefanski clarified the access to this information.

4.2 Review and Comment on the Proposed Agenda Planning Calendar

Mr. Hudson and Mr. Stefanski reported on the proposed agenda planning calendar. Member Tai asked about rescheduling the May 13 meeting. Member Kohli motioned and seconded by Member Aini to move the May 13 date. Mr. Hudson asked the Task Force if they have any problems with May 11 or 12.

Member Brown left the meeting at 6:37 PM.

5. Other Business

Member Tripplett asked a clarifying question around the Task Force goals in relation to boards and commissions. Mr. Stefanski clarified about the goal with boards and commissions. Member Kohli asked about possibly rescheduling for May 6 and suggested May 6 as a makeup date. Member Ballesteros-Kogan motioned to move the meeting to May 6 and seconded by Member David.

Member Foster shared about Member David's speech at the event at Emerald Glen Park.

6. Adjournment

The meeting was adjourned at 6:50 PM.



DUBLIN
CALIFORNIA

Community Task Force

DEI:

Programming/Events

Community Agency Funding & Support

April 22, 2021

Task Force Charge

Reviewing and developing recommendations on items within the City's purview, specifically:

- Diversity, Racial Equity, and Inclusion
 - Boards and Commission Recruitment
 - **Inclusive, Equitable, and Accessible Programming/Events**
 - **Community Agency Funding and Support**
 - Communications



Programming/Events Overview

- Parks and Community Services Department offers year-round programming at various facilities and parks.
 - Preschoolers (Ages: infant-4)
 - Elementary (Ages: 5-12)
 - Teens (Ages: 13-17)
 - Adults (Ages: 18+)
 - Older Adults (Ages: 55+)



Programming/Events Overview, 2

- Programming offered covers many interests including:
 - Arts
 - Dance
 - Theatre
 - Enrichment
 - Leisure
 - Music
 - Sports
 - Fitness
 - Aquatics
 - Senior focused
- All events and programs are advertised via the City's quarterly Rec Guides and DublinRecGuide.com.



Contract Instructors

- Programs are offered through Contract Instructors.
 - City *continuously* recruits for new contract instructors to provide new activities to broaden programming.
 - Proposals are reviewed and selected by Parks and Community Services (PCS) Staff.
 - Priority is providing safe and quality programs.
 - Proposals are evaluated to ensure that the classes are well organized, affordable, and that the instructor can demonstrate they have significant knowledge/training to teach the proposed course.
 - Proposals may be denied if references do not check out. May also deny proposals if there is similar programming in place.
 - Example: Do not necessarily need 10 karate instructors; however, if they offer classes at different times or for different age groups, then they may be considered.
- PCS will utilize surveys to determine community interests when recruiting for new instructors.
- Contracts are issued on an annual basis.



Financial Assistance

- Programming can range in costs anywhere between tens and hundreds of dollars.
- City offers fee assistance programs for youths and seniors.
 - Must apply online and meet household income limits.
 - Funding is limited to \$200 per applicant, up to 75% subsidy of registration.
 - “Qualified applicants will be considered without regard to race, color, ancestry, religion, national origin, sex, age, disability, medical condition or marital status.”
- Applications for fee assistance are accepted on a rolling basis, and funding must be used within 12-months.



Additional Information

- Special events for the entire family are held seasonally and with holiday themes that bring people together.
 - Holiday Tree Lighting, Splatter, St. Pats Festivities.
- Recently opened the Imagine Playground at Dublin Sports Grounds.
 - First all-abilities playground in the region.
 - Equipped with picnic area, street workout equipment, and multi-functional features designed for all abilities to climb, swing, and balance.



Questions and Comments?



Community Agency Funding and Support

- The City supports various community agencies through Human Services Grant Funding.
 - FY 2021-22 total funding requested: \$397,767.00 for 21 total grant proposals.
- Funding is awarded to organizations that best meet community's needs, based on:
 - 14 Areas of Concern—2012 [Tri-Valley Needs Assessment](#)
 - City's Mission and Vision Statement

Areas of Concern

- Behavioral Health (Mental Health and Substance Abuse)
- Affordable Housing
- Health Care
- Workforce Development
- Homelessness
- Transportation Services and Access
- Domestic Violence and Child Abuse
- Disabilities
- Food and Nutrition
- Senior Services
- Youth Services
- Child Care, Early Childhood Development and Education
- Changing Demographics and Growing Diversity
- Financial Assistance

Grant Making Process

- Grant Application Process
 - Proposals outline funding request, summary of project/program, and outcome measures/KPIs.
 - Funding requested is either CDBG, General Fund, or Inclusionary Housing Fund.
 - CDBG has more stringent reporting requirements.
- Human Services Commission provides initial funding recommendations to the City Council.
- City Council makes final funding appropriations.
 - Examples of previously funded organizations sent out with the Agenda.



Grant Tracking Process

- Grant Recipients are required to submit timely reports, handled through a web platform.
 - CDBG recipients must submit quarterly reports, per federal guidelines.
 - General Fund recipients submit biannually.



Grant Tracking Process, 2

- Data tracked includes:
 - Unduplicated Dublin Residents:
 - CDBG: Disabled, Women/Female Headed Households, Seniors, Youth, Homeless
 - Race/Ethnicity
 - Income Levels:
 - Low Income (50-80% Area Median Income)
 - Very Low Income (30%-50% Area Median Income)
 - Extremely Low Income (<30% Area Median Income)

Questions and Comments?





Community Task Force on Equity, Diversity, and Inclusion Proposed Agenda Planning Calendar

Meeting Location: Electronic Methods (Zoom Telecommunications)

Meeting Time: 5:30-7:30 p.m.

Meeting Dates: The Community Task Force will meet on the 2nd and 4th Thursday of each month from January to June 2021.

Date	Proposed Agenda Topics (subject to change)
April 22, 2021	Overview of City DEI initiatives and data <ul style="list-style-type: none"> - <i>Programming and Events</i> - <i>Community Agency Funding and Support</i> Discuss citywide DEI initiatives as they pertain to Boards and commissions, programming and events, community agency funding and support, and communications. Review Document and Data Requests.
April 29, 2021 <i>Special Meeting</i>	Discuss citywide DEI initiatives. Review CAO Comments on Police Recommendations
May 13, 2021	Cancelled. Rescheduled to 4/29/2021.
May 27, 2021	Discuss preliminary citywide recommendations.
June 10, 2021	Discuss and finalize policing and citywide recommendations and review of draft final report, findings, and recommendations.
June 24, 2021	Discuss and finalize policing and citywide recommendations and review of final report, findings, and recommendations.

Community Task Force Charge

The Community Task Force is charged with reviewing and developing recommendations on items within the City's purview, specifically the following:

- *Policing*
 - *Training Curriculum*
 - *Policies and Procedures*
 - *Data Transparency and Context*
 - *Communications*
 - *Public Engagement and Community Relations*
- *Diversity, Racial Equity, and Inclusion*
 - *Boards and Commissions Recruitment*
 - *Inclusive, Equitable, and Accessible Programming and Events*
 - *Community Agency Funding and Support*
 - *Communications*