

City of Carpinteria
Ad Hoc Racial Equity & Social Justice Program Planning Committee
Regular Meeting Agenda
November 3, 2020 at 5:30 P.M.

Virtual Meeting

THE CITY OF CARPINTERIA HAS DETERMINED THIS MEETING TO BE AN ESSENTIAL PUBLIC MEETING THAT WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-29-20 AND N-33-20 AND SANTA BARBARA COUNTY HEALTH OFFICER'S ORDER

In response to the spread of the COVID-19 virus, Governor Newsom has temporarily suspended the requirement for local agencies to provide a physical location from which members of the public can observe and offer public comment, and has ordered all Californians to stay home except as needed to maintain continuity of operations of certain critical infrastructure.

In compliance with these orders, and to minimize the potential spread of the COVID-19 virus, the City of Carpinteria is not permitting public access to the City Council Chambers for this meeting. Instead, you are strongly encouraged to participate in the alternative methods explained below:

VIRTUAL VIEWING OF PUBLIC MEETINGS

This meeting is available to view live. Instructions and links are provided below.

PUBLIC COMMENTS

If you wish to make a general public comment or to make a comment on a specific agenda item, via the **eComment** link on the City's agenda website the following methods are available. Please note that the **eComment** link does not become active until an agenda is posted.

- Distribution to Board Members. If you wish to submit a hard copy of written comments to board members (as either general public comment, as applicable, or on a specific agenda item), please submit your comment via the **eComment** link on the City's agenda website (<https://carpinteria.ca.us/city-hall/agendas-meetings>) at least **three (3) hours prior to the start time of the meeting**. Please note that these comments will not be read into the record during the meeting.
- Read Into the Record During Meeting. If you would like your comment read into the record during the meeting (as either general public comment, as applicable, or on a specific agenda item), please specify this in your comment. Please submit your comment of less than 250 words via the **eComment** link on the City's agenda website (<https://carpinteria.ca.us/city-hall/agendas-meetings>) at

least **three (3) hours prior to the start time of the meeting**. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Please also note that if you submit a written comment *that is over 250 words or do not specify that you would like this comment read into the record* during the meeting, consistent with the City's practice when it receives written public comments on agenda items, your comment will be forwarded to board members for their consideration.

- Real-Time Public Comment Through Zoom Webinar. Members of the public attending the public meeting through the City's Zoom Webinar platform (see link provided below) have the option of providing real-time public comments on agenda matters. To make public comments through this platform please use the "raise your hand" feature to notify staff that you would like to make a public comment during designated public comment times. Once it is your turn to provide a public comment, staff will unmute your microphone and you will be given a designated amount of time to provide your comment (typically, the practice has been up to three (3) minutes per speaker on each item). At the end of your comment, staff will once again mute your microphone.

The situation with COVID-19 is constantly evolving and the City will provide updates to any changes to this policy as soon as possible. The public is referred to the City's web at www.carpinteria.ca.us for the latest COVID-19 policies and information. The City of Carpinteria thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.

VIRTUAL VIEWING OF PUBLIC MEETINGS:

This meeting is available to view live via Zoom Webinar by [CLICKING HERE!](#) Alternatively, you can join by following one of these methods: (1) log on to www.zoom.us, download the application, select "Join Meeting", and enter Webinar ID 830 2343 2620; OR (2) call +1 (669) 900-9128 and enter Webinar ID 830 2343 2620.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: This is a time for public comments on matters not otherwise on the agenda but within the subject matter jurisdiction of the Ad Hoc Racial Equity & Social Justice Program Planning Committee. The Public Comment period is limited to 15 minutes and divided among those persons desiring to speak. No person shall speak longer than three (3) minutes, however, the Mayor may establish shorter periods based on the time available and/or the number of persons waiting to speak. Persons wishing to speak on a specific item will be recognized at the time the agenda item is considered.

The City and the Ad Hoc Racial Equity & Social Justice Program Planning Committee are not responsible for the content of statements made during the public comment period, or the factual accuracy of any such statements.

ADMINISTRATIVE MATTERS

1. Approve minutes from special ad hoc committee meeting of October 6, 2020

Recommendation: Review and approve minutes from the special ad hoc committee meeting of October 6, 2020.

- a. Staff presentation
- b. Public comment
- c. Discussion
- d. Action

OTHER BUSINESS

2. Discussion of Racial Equity and Social Justice Program Planning Consultant RFQ Responses and Interviews.

Recommendation: Receive report from staff on racial equity and social justice program planning consultant RFQ responses and follow-up interviews. (This is a non-action item)

- a. Staff presentation
- b. Public comment
- c. Discussion

3. City of Goleta's Efforts on Diversity, Equity and Inclusion.

Recommendation: Receive update on the City of Goleta's efforts on Diversity, Equity and Inclusion.

- a. Staff presentation
- b. Public comment
- c. Discussion
- d. Action

AGENDA ITEMS FOR UPCOMING MEETING: The ad hoc committee members will discuss potential agenda items for upcoming meetings. This is also an opportunity for committee members to request information from staff or seek support from fellow Councilmembers for future agenda items.

ATTENDANCE OF COMMITTEE MEMBERS FOR FUTURE MEETINGS

ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk's Office at 755-4403 or the California Relay Service at (866) 735-2929. Notification one business day prior to the meeting will enable the City to make reasonable arrangements for accessibility to this meeting.

This agenda was posted on **Friday, October 30, 2020**, in the City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.

AGENDA ITEM NO. 1

Minutes from October 6, 2020 Meeting

City of Carpinteria
Ad Hoc Racial Equity & Social Justice Program Planning Committee
Special Meeting Agenda
October 6, 2020 at 5:30 P.M.

CALL TO ORDER

Mayor Nomura called the meeting to order at 5:30 pm.

Jena Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as the City Attorney of the City of Carpinteria noted for the record that this meeting would be conducted pursuant to the provisions of the Governor's Executive Orders N-29-20 and N-33-20 and Santa Barbara County Health Officer's Order in response to the spread of the COVID-19 virus and noted the protocols by which the public would be participating and stated that members of the Council, staff and any presenters would be participating by video conference.

ROLL CALL

Committee Members present: Councilmember Fred Shaw
 Mayor Wade T. Nomura

Staff members present: Dave Durflinger, City Manager
 Jena Acos, on behalf of Brownstein Hyatt Farber
 Schreck, LLP acting as the City Attorney of the
 City of Carpinteria
 Laura Hernández, Human Resources / Risk Manager
 Brian C. Barrett, Assistant to the Public Works
 Director

PLEDGE OF ALLEGIANCE

Mayor Nomura led those present in the Pledge of Allegiance.

PUBLIC COMMENT

There were no eComments received for this meeting nor were there any members of the public present to comment.

ADMINISTRATIVE MATTERS

1. Approve minutes from special ad hoc committee meeting of September 15, 2020

Recommendation: Review and approve minutes from the special ad hoc committee meeting of September 15, 2020.

Motion by Councilmember Shaw, seconded by Mayor Nomura, to approve the minutes from the special ad hoc committee meeting of September 15, 2020.

The motion carried unanimously.

OTHER BUSINESS

2. Review responses received in response to City's Request for Qualifications (RFQ) for racial equity and social justice program planning consultant.

Recommendation: Review responses received in response to City's RFQ and discuss next steps for selecting a consultant.

City Manager Durlinger announced that the City received two responses to the RFQ, one from Just Communities and the other from National League of Cities' Race, Equity and Leadership (NLC Real) group.

Ms. Acos provided a summary of the two responses received and summarized options for further reviewing and interviewing the two groups, including the option to select one Committee member to work with staff to review the two responses, reach out to the two consultants for more information, and return to the Committee with a recommendation on which consultant to choose and then take to City Council for approval.

Councilmember Shaw commented that NLC Real Group provided a time frame and cost and had more experience working with municipalities. Mayor Nomura agreed.

Motion by Mayor Nomura, seconded by Councilmember Shaw to have staff interview the two consultants, determine how their proposals line up with the City's process, compare the cost of the two proposals, incorporate the analysis into a staff report and return with a recommendation to the Committee (if time permits) and/or the City Council for final consultant selection.

The motion carried unanimously.

AGENDA ITEMS FOR UPCOMING MEETING:

Ms. Acos said she would aim to return to the Committee with a consultant recommendation at the next meeting. She also stated that the City of Goleta is considering the formation of an ad hoc diversity and inclusion group and she would brief the Committee on what action was taken.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

Councilmember Shaw and Mayor Nomura would be available for the next meeting on October 20, 2020.

ADJOURNMENT

Mayor Nomura adjourned the meeting at 5:59 pm.

Brian C. Barrett,
Assistant to the Public Works Director

AGENDA ITEM NO. 2

There are no attachments

AGENDA ITEM NO. 3

Staff Report



City of Carpinteria

**CITY OF CARPINTERIA
AD HOC RACIAL EQUITY & SOCIAL JUSTICE PROGRAM PLANNING COMMITTEE
November 3, 2020**

ITEM FOR COMMITTEE CONSIDERATION

Receive update on the City of Goleta's efforts on Diversity, Equity and Inclusion (DEI).

STAFF RECOMMENDATION

Action Item __; Non-Action Item X

BACKGROUND

On October 6, 2020, the City of Goleta Council (Goleta Council) received a presentation on and approved the diversity, equity and inclusion (DEI) efforts of the City of Goleta. At the center of the City of Goleta's DEI efforts is to create a policy framework, a culture of learning and awareness, and workforce mobilized toward achieving diversity equity and inclusion objectives.

DEI Plan. To that end, the City of Goleta approved the process presented by staff toward developing a Diversity Equity and Inclusion Plan (Plan). The Plan will consist of data and information collected over time to develop goals and objectives specific to the City of Goleta's needs, and a monitoring plan. Areas of particular focus for the Plan and DEI efforts will be:

- Employment;
- Communications/language;
- Government participation (voting, public comment, holding elected or appointed office, etc.);
- Public contracting/leases;
- Public safety and emergency planning;
- Equitable development;
- Direct service provision (e.g., Library programming, customer service); and
- Access to public facilities.

While the City of Goleta already engages in equity-related programs and activities in many of these areas, the goal of the Plan is to create a centralized system in which coordinate these efforts.

DEI Team. The City of Goleta also approved the creation of a Diversity Equity and Inclusion Team that will meet to establish a framework for developing the City of Goleta's DEI goals and objectives. This will occur in four phases. Phase one the team members will be selected. Phase two will involve collecting data. Phase 3 will involve developing priorities, goals and objectives, and presenting the Plan to the City Manager and the Goleta Council. Phase four will involve implementing, monitoring, and revising the Plan on an ongoing basis.

Ad Hoc Committee. The DEI Team will be supported by a DEI Plan Ad Hoc Committee. The committee will advise on the Plan development, serve as facilitator to engage the community, and preview the Plan before it is presented to the full City of Goleta Council. Goleta Council appointed Councilmembers Roger Aceves and James Kyriaco to the committee.

DEI Officer. The City of Goleta also approved the assignment of a DEI officer. The officer will provide coordination support by scheduling and chairing meetings, coordinating data collection and reporting, plan events and trainings, preparing reports, and monitoring best practices in DEI efforts as applied to local governments. The officer is expected to be pulled from the existing human resources department and will receive a salary increase to accommodate the additional responsibilities.

DEI Training. The City of Goleta also approved continuing to engage in ongoing educational activities to educate staff and elected officials on the historical and systemic roots of inequality.

The City of Goleta's October 6, 2020 Staff Report (Agenda Item B.2) for the City of Goleta's Diversity, Equity and Inclusion Efforts is available at <https://www.cityofgoleta.org/Home/Components/News/News/11101/288>. Minutes from this meeting are available at https://goleta.granicus.com/DocumentViewer.php?file=goleta_ec6de093-5d04-47f0-b09b-086596ad6997.pdf&view=1.