

**MINUTES OF THE REGULAR MEETING OF THE
AD HOC COMMITTEE ON EQUITY AND INCLUSION
HELD THURSDAY, SEPTEMBER 24, 2020 AT 6:00 P.M.**

CONVENE: Chair Yuille convened the Regular Meeting of the Ad Hoc Committee on Equity and Inclusion on Thursday, September 24, 2020, at 6:05 p.m. Staff in attendance: City Manager Dylan Feik, Assistant City Manager Lauren Vasquez, and Senior Management Analyst Stephanie Luu. In accordance with Executive Order N-29-20, the meeting was conducted via video conference.

PLEDGE OF ALLEGIANCE: Committee Member Tadken led the Flag Salute.

ROLL CALL: Committee Members Ling, Olivas, Tadken and Yuille were present. Committee Member Elizalde was excused.

PRESENTATIONS: None.

CONSENT CALENDAR: It was moved by Committee Member Ling, seconded by Committee Member Olivas to approve the consent calendar. The motion carried unanimously. The Consent Calendar consisted of the following Agenda item:

CC-1 Unadopted Minutes of the August 27, 2020, Regular Meeting: The Committee adopted the Minutes of the August 27, 2020, Regular Meeting.

REPORTS FROM STAFF:

- a. **Functions of the Ad Hoc Committee on Equity and Inclusion:** Dylan Feik, City Manager, addressed the Committee. Mr. Feik reviewed Resolution No. 2020-62 and highlighted the functions, set by the City Council, that the Committee shall accomplish.
- b. **Establish a common understanding of the terms equity and inclusion:** Dr. Steve Albrecht, an instructor with the California Joint Powers Insurance Authority, addressed the Committee. Dr. Albrecht's presentation defined the terms diversity, equity, and inclusion, and shared about diversity opportunities, "protected classes" as defined by law, and the Society for Human Resource Management's Strategic Plan for Diversity, Equity, and Inclusion. During the presentation, Dr. Albrecht received feedback and questions from the Committee.
- c. **Review of Human Resources Division including recruitment, personnel policies and procedures, and training:** Lauren Vasquez, Assistant City Manager, addressed the Committee. Ms. Vasquez shared an overview of the City's Human Resources operations, which included recruitment laws and regulations and the recruitment process for general employees. During the presentation, Ms. Vasquez received feedback and questions from the Committee.

ADMINISTRATIVE REPORTS: None.

PUBLIC INPUT: None.

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REPORTS FROM COMMITTEE MEMBERS / DIRECTION TO STAFF: Discussion ensued and Staff answered questions of the Committee related to items that should be placed on the agenda for the next Regular Meeting. Due to the time constraints, Ms. Vasquez was unable to complete her presentation. The Committee directed Staff to provide the following information at the next meeting:

- Continue the overview of the City's recruitment and hiring processes

NEXT SCHEDULED MEETING: The next Regular Meeting of the Monrovia Ad Hoc Committee on Equity and Inclusion was scheduled for Thursday, October 8, at 6 p.m.

AJOURNMENT: Chair Yuille adjourned the meeting at 7:36 p.m.

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