



City of Santa Clara

Call and Notice of Special Meeting

Task Force on Diversity, Equity, and Inclusion

Monday, October 18, 2021

6:00 PM

Virtual Meeting

NOTICE IS HEREBY GIVEN that, pursuant to the provisions of California Government Code §54956 ("The Brown Act") and Section 708 of the Santa Clara City Charter, the Chair calls for a Special Meeting of the Task Force on Diversity Equity and Inclusion, to commence and convene on October 18, 2021, at 6:00 p.m. for a Special Meeting to be held virtually via Zoom, to consider the following matter(s) and to potentially take action with respect to them.

Pursuant to the provisions of AB 361, signed by the Governor on September 16, 2021, to prevent the spread of COVID-19, the City of Santa Clara has implemented methods for the public to participate remotely:

- Via Zoom:
<https://santaclaraca.zoom.us/j/96307211091>
Webinar ID: 963 0721 1091
- By Phone: (669) 900-6833
- Submit comments via email to equitytaskforce@santaclaraca.gov.

CALL TO ORDER AND ROLL CALL

CONSENT CALENDAR

1. **21-1231** [Task Force on Diversity, Equity, and Inclusion Meeting Minutes of September 13, 2021](#)

Recommendation: Approve the minutes of the September 13, 2021 Task Force on Diversity, Equity, and Inclusion meeting.

PUBLIC PRESENTATIONS

GENERAL BUSINESS

2. **21-1232** [Interviews for Appointment to Current Task Force on Diversity, Equity, and Inclusion Member Vacancy](#)

Recommendation: Recommend the appointment of one (1) candidate to fill the current member vacancy on the Task Force on Diversity, Equity, and Inclusion be forwarded to the full City Council for consideration.

3. **21-1233** [Discussion on Elected Police Chief and City Clerk Positions](#)

4. 21-1340 [Review Community Listening Session Survey Responses Received](#)

5. 21-1348 [Review Email Communications Received](#)

STAFF REPORT

TASK FORCE MEMBERS REPORT

ADJOURNMENT

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

21-1231

Agenda Date: 10/18/2021

REPORT TO TASK FORCE ON DIVERSITY, EQUITY, AND INCLUSION

SUBJECT

Task Force on Diversity, Equity, and Inclusion Meeting Minutes of September 13, 2021

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact to the City other than administrative staff time.

PUBLIC CONTACT

Public contact was made by posting the Task Force on Diversity, Equity, and Inclusion meeting agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Approve the minutes of the September 13, 2021 Task Force on Diversity, Equity, and Inclusion meeting.

Reviewed by: Genevieve Yip, Staff Analyst I

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Task Force on Diversity, Equity, and Inclusion Meeting Minutes - September 13, 2021

Draft



City of Santa Clara

Meeting Minutes

Task Force on Diversity, Equity, and Inclusion

09/13/2021

7:00 PM

Virtual Meeting

CALL TO ORDER AND ROLL CALL

Chair Neil Datar called the meeting to order at 7:05 p.m.

Present 6 - Chair Neil Datar, Vice Chair Joyce Davis, Member Mark Gilley, Member Andrew Knaack, Member Dorothy Ma, and Member Dianna Zamora-Marroquin

CONSENT CALENDAR

1. [21-1190](#) Task Force on Diversity, Equity, and Inclusion Meeting Minutes of August 9, 2021

A motion was made by Member Zamora-Marroquin, seconded by Member Knaack, and unanimously carried, that the Task Force approve the minutes from the August 9, 2021 meeting.

Aye: 6 - Chair Datar, Vice Chair Davis, Member Gilley, Member Knaack, Member Ma, and Member Zamora-Marroquin

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

2. [21-1192](#) Action on Appointment of Younger Adult Advisory Member and Older Adult Advisory Member

Chair Datar introduced the item and turned it over to the Advisory Member Selection Subcommittee. Member Knaack went over the selection process and reported on the subcommittee's recommended appointments. It was moved by Vice Chair Davis, seconded by Member Gilley, and unanimously carried, that the Task Force approve the subcommittee's recommendation to appoint Anagha Dogiparthi to the Younger Adult Advisory Member position and Nira Singh to the Older Adult Advisory Member position.

Aye: 6 - Chair Datar, Vice Chair Davis, Member Gilley, Member Knaack, Member Ma, and Member Zamora-Marroquin

3. [21-1193](#) Discussion and Action on Appointment of Member Vacancy

Chair Datar introduced the item. Staff Analyst Genevieve Yip provided an overview of the Task Force's options to appoint the member vacancy and reported that staff's recommendation is consistent with Council's practice to inviting candidates on an approved eligibility list back to interview in the event of a member vacancy. Deputy City Attorney Luis commented that it would be advisable for the Task Force to be consistent with the Council's practice of reinviting applicants to interview prior to appointment. Chair Datar commented that he is in support of staff's recommendation. It was moved by Member Gilley, seconded by Member Ma, and unanimously carried, that the Task Force approve staff's recommendation to invite applicants on the Council-approved eligibility list to re-interview to fill the current member vacancy and determined that the interviews will be held as part of the October Task Force meeting.

Aye: 6 - Chair Datar, Vice Chair Davis, Member Gilley, Member Knaack, Member Ma, and Member Zamora-Marroquin

4. [21-1228](#) Discussion and Possible Action on Next Community Listening Session and Appointment to Working Group

Chair Datar introduced the item. The Task Force members provided their input on the next community listening session: being up front of what we can and can't do (e.g., School district-related concerns); identifying the goal of the listening session to narrow down topic; developing a theme to excite and catch the attention of those who read it; and highlight that the Task Force is here to advocate, on the community's behalf, with the Council and the local City authorities on the issues that are brought forward.

It was moved by Chair Datar, seconded by Vice Chair Davis, and unanimously carried, that the Task Force delegate authority to the Community Listening Sessions Working Group to work with City staff to set the time and date of the next session and develop the theme and other promotional materials in accordance with the feedback provided by the Task Force.

Aye: 6 - Chair Datar, Vice Chair Davis, Member Gilley, Member Knaack, Member Ma, and Member Zamora-Marroquin

5. [21-1229](#) Review and Discuss Community Listening Session Survey

Chair Datar introduced the item. Staff Analyst Genevieve Yip reported, since the Community Listening Sessions Working Group is currently working on revising the listening session survey, staff is suggesting that the survey questions be revised so that the data gathered can be analyzed in an effective way and is requesting the Task Force's feedback on the suggestions outlined in the report. It was moved by Member Ma, seconded by Member Zamora Marroquin, and unanimously carried, that the Task Force delegate authority to the Community Listening Sessions Working Group to work with City staff to revise the survey and take steps, such as translations and other steps necessary to push out survey accordingly.

Aye: 6 - Chair Datar, Vice Chair Davis, Member Gilley, Member Knaack, Member Ma, and Member Zamora-Marroquin

6. [21-1230](#) Review Email Communications Received

Member Ma went over the correspondence received. This was an informational report only, and no action was taken by the Task Force.

7. Verbal Discussion on Quarterly Update to Council (July-September 2021)

The Task Force discussed the work effort that they'd like to include in their quarterly report to the Council at the September 26, 2021 Council meeting. The Task Force discussed including the Policing and Community Engagement/Relations Subcommittee's collaboration and recent work with the Police Department, recent appointment of the Younger Adult and Older Adult Advisory Member positions, and listening session with the Bill Wilson Center.

STAFF REPORT

The Task Force was reminded that their next regularly scheduled meeting falls on a City-observed holiday. It was moved by Member Ma, seconded by Member Zamora Marroquin, and unanimously carried, that the Task Force reschedule their October meeting to October 18, 2021, at 6:00 p.m.

TASK FORCE MEMBERS REPORT

Member Zamora-Marroquin announced that the March for Reproductive Rights will be held on October 2, 2021, at 11:00 a.m. beginning at San Jose City Hall. Chair Datar reported that the Policing and Community Engagement/Relations Subcommittee would like to propose adding a discussion on the role of the elected Chief of Police position to a future meeting. Member Knaack commented that the Task Force might also consider discussing the elected City Clerk position as the position oversees civic engagement and elections. It was moved by Member Gilley, seconded by Member Knaack, and unanimously carried, that the Task Force add a discussion on the elected Chief of Police and City Clerk positions to their next meeting agenda.

Aye: 6 - Chair Datar, Vice Chair Davis, Member Gilley, Member Knaack, Member Ma, and Member Zamora-Marroquin

ADJOURNMENT

The meeting was adjourned at 8:53 p.m.



Agenda Report

21-1232

Agenda Date: 10/18/2021

REPORT TO TASK FORCE ON DIVERSITY, EQUITY, AND INCLUSION

SUBJECT

Interviews for Appointment to Current Task Force on Diversity, Equity, and Inclusion Member Vacancy

BACKGROUND

On June 7, 2021, Chair Darius Brown submitted a letter of resignation from the Task Force, effective July 31, 2021, which created one (1) member vacancy on the Task Force on Diversity, Equity, and Inclusion (Task Force).

At the August 9, 2021 Task Force on Diversity, Equity, and Inclusion (Task Force) meeting, the Task Force directed staff to come back with options for filling the current vacancy, with respect to established eligibility list approved by the City Council (Council) at their January 12, 2021 meeting.

At the September 13, 2021 Task Force meeting, staff brought forward a report outlining the Task Force's options to fill the current member vacancy (Attachment 1). The Task Force voted to invite the two available candidates on the Council-approved eligibility list to interview for the current vacancy. This is consistent with the Council's process of inviting candidates back to interview for vacancies. Staff has invited the two available candidates on the Council-approved eligibility list, Kevin Landis and Gustavo Rangel, to interview with the full Task Force at their October 18, 2021 special meeting.

DISCUSSION

Consistent with the interviews conducted to fill the three (3) initial vacancies on the Task Force in December 2020, the Task Force will use the approved voting guidelines (Attachment 2) and questions (Attachment 3) for the interview and selection process.

The Task Force will interview the following applicants on the Council-approved eligibility list:

1. Kevin Landis
2. Gustavo Rangel

The applications for both candidates are included with this report as Attachment 4.

Each candidate has met the requirement of being a qualified elector of the City of Santa Clara and was confirmed by the Santa Clara County Registrar of Voters Office.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact associated with the preparation of this report other than administrative staff time.

COORDINATION

This report was coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Task Force on Diversity, Equity, and Inclusion agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Recommend the appointment of one (1) candidate to fill the current member vacancy on the Task Force on Diversity, Equity, and Inclusion be forwarded to the full City Council for consideration.

Reviewed by: Genevieve Yip, Staff Analyst I

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. RTC 21-1193
2. Voting Guidelines
3. Interview Questions
4. Candidate Applications



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

21-1193

Agenda Date: 9/13/2021

REPORT TO TASK FORCE ON DIVERSITY, EQUITY, AND INCLUSION

SUBJECT

Discussion and Action on Appointment of Member Vacancy

BACKGROUND

On June 7, 2021, Chair Darius Brown submitted the attached letter of resignation from the Task Force, effective July 31, 2021, which created one (1) member vacancy on the Task Force on Diversity, Equity, and Inclusion (Task Force).

At the August 9, 2021 Task Force on Diversity, Equity, and Inclusion (Task Force) meeting, the Task Force directed staff to come back with the options that the Task Force has for appointing the current vacancy, with respect to established eligibility list approved by the City Council (Council) at their January 12, 2021 meeting. The Council approved the Task Force's recommendation to establish an eligibility list to fill future vacancies that would remain active for one (1) year. The applicants recommended to the eligibility list are those who made it to the last round of voting, but were not selected: Innæe Park, Kevin Landis, and Gustavo Rangel. The applications of those on the Council-approved Eligibility List are included with this report as Attachment 1.

The purpose of establishing the eligibility list was to enable the Task Force to fill a vacancy, whether by automatically appointing or inviting applicants back to interview for a vacancy, without having to conduct a new recruitment knowing that there was a qualified pool to fill an unanticipated vacancy. The eligibility list streamlines the overall process and help with staff resources and timeframes to appoint to a member vacancy.

Staff reached out to the three applicants on the established eligibility list to inquire if there was still an interest to serve on the commission. Two of the three applicants, Kevin Landis and Gustavo Rangel, expressed an interest to continue in the process of being re-interviewed. Innæe Park withdrew her name from consideration.

DISCUSSION

The Task Force must determine how to proceed with filling the one (1) member vacancy.

Consistent with the City Council's practice of interviewing those on established eligibility lists to fill vacancies, staff recommends that the Task Force invite Kevin Landis and Gustavo Rangel to re-interview for the current member vacancy.

Once the Task Force determines who they would like to recommend for appointment to the vacancy, staff will forward the recommendation to the Council for formal appointment. Following Council's appointment to the Task Force, the new member will take the Oath of Office with the City Clerk's Office.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environment Quality Act (“CEQA”) pursuant to CEQA Guidelines Section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There was no fiscal impact associated with the preparation of this report.

COORDINATION

This report was coordinated with the City’s Attorney’s Office.

PUBLIC CONTACT

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ALTERNATIVES

1. Invite applicants on eligibility list back for an interview.
2. Review the application packets of applicants on eligibility list to determine who the Task Force would like to appoint on the member vacancy.

RECOMMENDATION

Invite applicants on the Council-approved eligibility list back to re-interview for fill the current member vacancy.

Reviewed by: Genevieve Yip, Staff Analyst I

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Applications of Individuals on Council-approved Eligibility List



City of Santa Clara

The Center of What's Possible

APPLICATION BOARD, COMMISSIONS, AND COMMITTEE CITY OF SANTA CLARA

City Clerk's Office 1500 Warburton Avenue,
Santa Clara, California 95050

Phone: 408-615-2220 E-mail: Clerk@santaclaraca.gov

*If you are having trouble viewing or submitting this form please download the free version of Adobe Reader:
<http://get.adobe.com/reader>

Board/ Commission/ Committee Applying For:

Task Force on Diversity, Equity, and Inclusion.

Name:

Kevin Landis

Address:

City:

Santa Clara

State:

CA

Zip Code:

95050

E-mail Address:

Primary Phone Number

Secondary Phone Number

Are you eligible to register to vote in Santa Clara?

☒ Yes

☐ No

☐ Unsure

Are you a registered voter of Santa Clara?

☒ Yes

☐ No

☐ Unsure

Have you attended a meeting of this Board/
Commission/Committee?

☐ Yes

☒ No

☐ Unsure

Present Employer:

Wyllie, McBride, Platten & Renner

Job Title:

Associate Attorney

Previous Governmental Bodies/ Elective Offices
Applicant has served:

Position/ Office Held:

Dates:

N/A

N/A

N/A

Civic or Charitable Organizations to which
Applicant has belonged:

Position(s) Held:

Dates:

N/A

N/A

N/A

Special Interests, Hobbies or Talents:

Former Professional Computer Gamer, SJSU Guest Lecturer, Skydiving, Football, Soccer, Surfing, Skiing

College, Professional, Vocational Schools
attended:

Major Subject:

Degree/Dates:

Santa Clara Law

Law

Juris Doctor, May 2019

California State University, Long Beach

Major: Criminal Justice
Minor: Political Science

Bachelor of Science,
December 2009

Special awards or recognition received:

Santa Clara Law - CALI Award Winner
California State University, Long Beach - Dean's Honor List

Please state reasons why you want to become a member of this Board/Commission/Committee, including what specific objectives you would be working toward as a member of this advisory board:

Please see response to supplemental question 1

Any other information which you feel would be useful to the City Council in reviewing your application:

Are you associated with any Organization/Employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

☐ Yes

☒ No

☐ Unsure

If yes, please name the Organization or Employment.

City policy directs all advisory body members not to vote on matters where there exists a potential conflict of interest. Would you be willing to abstain from voting if such a conflict arises?

☒ Yes

☐ No

☐ Unsure

Signature of Applicant:



Date Signed:

11/13/2020

By clicking submit you are confirming that you are the person listed in this application, and that all information provided is truthful and correct. You can also submit the completed application in person at: City Clerk's Office, 1500 Warburton Avenue, Santa Clara, California 95050. All information provided will be public information.

Kevin Landis

November 13, 2020

Application for Task Force on Diversity, Equity, and Inclusion Supplemental Questions

1. Why do you want to be a part of the Task Force on Diversity, Equity, and Inclusion?

To help the City of Santa Clara continue to be a warm and welcoming place for lifelong residents and transplants alike. I moved to Santa Clara 4 years ago and have thoroughly enjoyed my experience thus far. Santa Clara has been wonderful to me, and I want to provide that same experience to others. I want others to have the same positive outlook of the City that I do. At the end of the day, I just want to help Santa Clara. I feel like Santa Clara has done so much for me, and I want to be able to continue that tradition and help the City help others. I would really enjoy the opportunity to help facilitate that in any way that I can.

2. What role do you feel the Task Force on Diversity, Equity, and Inclusion should have in the City of Santa Clara?

I believe that the Task Force should somewhere that the residents of Santa Clara can reach out to. I think it should be a type of community outreach where the residents can get involved. Residents may not feel like they are being heard, or feel like they have a voice in what's going on in their community, and I think it would be good for the Task Force to be a safe haven for residents to go with their concerns.

Issues of Diversity, Equity, and Inclusion are hard topics to discuss. People may not be comfortable addressing those issues, or may not know where to go to speak about their concerns. This Task Force has a golden opportunity to have direct communication and a direct connection with the residents of the City. The Task Force may not always be able to help everyone, but if residents feel validated that they are being heard, and that their concerns are being considered, then that will improve their experience as residents.

3. How do you see yourself contributing to building a diverse, equitable, and inclusive environment for all the residents of the city?

I believe that I can be a good resource that residents can reach out to. I enjoy talking to people about their life experiences, and I am genuinely interested in how those experiences have molded them into the person they are. I believe that speaking with people, learning about their concerns, and trying to come up with solutions to affect change is the heart of how I will contribute.

I have lived in a variety of places, both big cities and small towns, and I do believe that I can empathize with people and their experiences on some level. I want to help project the voice of the residents. I will sit in their pain with them. I may not fully understand what they are going through, I may not be able to provide an immediate solution, but the least I can do is sit in their pain with them and let them know that Santa Clara is here for them, that their community is here for them.

4. What experience do you have working with issues of equity and inclusion?

To be blunt, I do not have any experience working with issues of equity and inclusion. Which is exactly why I want to get involved. I cannot affect change if I sit idly by and simply hope for the best. I think this is a good opportunity for me to learn more about issues of equity and inclusion, and help create change that addresses those issues and is truly diverse. My hope is that coming into the task force without much experience will help me provide fresh eyes on a variety of topics.

Kevin Landis

November 13, 2020

Application for Task Force on Diversity, Equity, and Inclusion Supplemental Questions

I will never forget a conversation I had with an Elementary School Principal. This Principal's school was located in an affluent, mostly white suburb. He taught a continuing education course pertaining to diversity and equity, and he expressed that it is a disservice to students when teachers are actively "color-blind." Those that have been historically disenfranchised often times do not have the support system at home to excel in school the same way that the whites and Asians do, so teachers need to be aware of this and make more of an effort to ensure the other students are receiving the attention that they need.

This conversation left me intrigued, but really resonated with me because on some level I do agree with those notions. To create equity and be inclusive, you need to be cognizant of where those inequities exist. I feel like you're dismissing many issues if you simply try to create an environment that is neutral because the individuals and experiences that make up that environment are anything but.

5. What strength, skills, or knowledge will you bring to the Task Force on Diversity, Equity and Inclusion?

I can quickly build rapport with people. I consider myself to be a people person, and I feed off others' energy. Knowing I'm collaborating with, helping, or working with someone towards a common goal is where I strive. Diversity, Equity, and Inclusion encompasses so many different things that you really have to keep an open mind towards all of it. I truly believe that it takes a lot of brainstorming and the willingness to absorb insight from any corner, to properly look at any scenario and create the most beneficial response.

Currently I'm a workers' rights attorney with an employment law firm in San Jose. Before that, I was a background investigator and project manager with a background screening company that provided pre-hire and post-hire human resources solutions for employers. At the end of the day, I love research. I think there is always more information to be found, more data to be gathered, more people you can talk to, all towards the end goal of providing the best solution.

KEVIN LANDIS

Santa Clara, CA 95050

EDUCATION

Santa Clara University, School of Law – *Juris Doctor (2019)*, SBN: 331447

- High Tech Law Certificate, Corporate Specialization
- Trial Team Member (CALI Award-Winner in Advanced Trial Techniques)

California State University, Long Beach – *B.S., Criminal Justice (2009)*

- Deans Honor List

EXPERIENCE

WYLIE, McBRIDE, PLATTEN & RENNER, San Jose, CA

July 2020 – Present

Associate Attorney

- Represent and advise public and private unions and their members.
- Negotiate and enforce collective bargaining agreements and memorandums of understanding.
- Counsel clients (employers) on compliance with various employment laws such as FLSA, FMLA, CFRA, and FEHA.
- Review and update clients' employee handbooks and company policies.
- Represent individuals in litigation involving wage & hour disputes, wrongful termination, and discrimination.

INFO CUBIC LLC, Denver, CO

February 2017 – June 2019

Law Clerk

- Prepare confidentiality, services, and other agreements; conduct first pass review of service agreements.
- Perform legal research/analysis to determine legally permissible operations across 230 countries and territories.
- Spearheaded company's compliance with CCPA in preparation of its January 1, 2020 effective date.
- Compose memoranda on various matters pertaining to domestic and international employment and privacy law.
- Update General Counsel on developments in domestic and international background screening law.
- Monitor state and federal regulatory trends, activities, and requirements pertaining to employment law.
- Draft articles for Info Cubic's Compliance Corner newsletter.

ALEXANDER COMMUNITY LAW CENTER, San Jose, CA

January 2018 – May 2018

Certified Law Clerk for Consumer Rights Clinic

- Interviewed clients to identify issues and provide concise summary to supervising attorney.
- Synthesized and Communicated legal advice to clients.
- Drafted Opposition Briefs, Demand Letters, and Requests for Documents for supervising attorney.

HONG KONG HIGH COURT, COURT OF APPEAL

June 2017 – July 2017

Law Clerk for Justice Michael Lunn, VP of Court of Appeal

- Drafted concise case summaries and prepared appeal files for the Judge.
- Performed legal research and reviewed evidence presented in the lower court.
- Drafted judgments in current cases before the court for the Judge's review.

INFO CUBIC LLC, Denver, CO

July 2012 – January 2017

Background Investigation Operations Team Leader and Compliance Coordinator

- Implemented and evaluated operational strategies and business objectives.
- Managed and led company operations across seven different product divisions.
- Assisted General Counsel with keeping abreast of domestic and international employment and privacy law legislation.
- Procured new vendor relationships to increase profitability of the company's international and domestic service suite.
- Increased annual revenue 250% by revamping international service division with new marketing/web content.
- Managed global accounts worth up to \$2M.
- Worked closely with clients and vendors at all organization levels to ensure satisfaction.
- Executed account profitability analysis and price review to ensure the business remained competitive at all times.
- Conducted thorough background investigations of candidates to determine employment suitability.
- Prepared comprehensive reports for clients to effectively communicate investigative findings.

HOBBIES AND INTERESTS

Former Professional Computer Gamer, SJSU Guest Lecturer, Skydiving, Football, Soccer, Surfing, Skiing



City of Santa Clara

The Center of What's Possible

APPLICATION BOARD, COMMISSIONS, AND COMMITTEE CITY OF SANTA CLARA

City Clerk's Office 1500 Warburton Avenue,
Santa Clara, California 95050

Phone: 408-615-2220 E-mail: Clerk@santaclaraca.gov | 2

*If you are having trouble viewing or submitting this form please download the free version of Adobe Reader:
<http://get.adobe.com/reader>

Board/ Commission/ Committee Applying For:

Task Force on Diversity, Equity & Inclusion

Name:

Innae Park

Address:

City:

Santa Clara

State:

CA

Zip Code:

95051

E-mail Address:

Primary Phone Number

Secondary Phone Number

Are you eligible to register to vote in Santa Clara?

☒ Yes

☐ No

☐ Unsure

Are you a registered voter of Santa Clara?

☒ Yes

☐ No

☐ Unsure

Have you attended a meeting of this Board/
Commission/Committee?

☐ Yes

☒ No

☐ Unsure

Present Employer:

Teach For America

Job Title:

Corporate Partnerships Director

Previous Governmental Bodies/ Elective Offices
Applicant has served:

Position/ Office Held:

Dates:

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Civic or Charitable Organizations to which
Applicant has belonged:

Position(s) Held:

Dates:

Association of Fundraising Professionals

Member

2020

Current Silicon Valley Church

Volunteer

2018-2020

Next Door Shelter

Volunteer

2016-2018

Special Interests, Hobbies or Talents:

College, Professional, Vocational Schools
attended:

Major Subject:

Degree/Dates:

University of Pennsylvania

Communications

BA, 2006

Special awards or recognition received:

Associated Press Broadcasters Association awards received in 2011
Employee of the Year award received in 2012 at Time Warner Cable News

Please state reasons why you want to become a member of this Board/Commission/Committee, including what specific objectives you would be working toward as a member of this advisory board:

Please see answers to the supplemental questions for the response to this question in full.

Any other information which you feel would be useful to the City Council in reviewing your application:

Are you associated with any Organization/Employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

☐ Yes

☒ No

☐ Unsure

If yes, please name the Organization or Employment.

City policy directs all advisory body members not to vote on matters where there exists a potential conflict of interest. Would you be willing to abstain from voting if such a conflict arises?

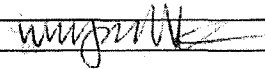
☒ Yes

☐ No

☐ Unsure

Signature of Applicant:

Innae Park



Date Signed:

11/13/2020

By clicking submit you are confirming that you are the person listed in this application, and that all information provided is truthful and correct. You can also submit the completed application in person at: City Clerk's Office, 1500 Warburton Avenue, Santa Clara, California 95050. All information provided will be public information.

Application for Task Force on Diversity, Equity, and Inclusion Supplemental Questions

Please provide a brief response for each question.

1. Why do you want to be a part of the Task Force on Diversity, Equity and Inclusion?
2. What role do you feel the Task Force on Diversity, Equity, and Inclusion should have in the City of Santa Clara?
3. How do you see yourself contributing to building a diverse, equitable, and inclusive environment for all residents of the city?
4. What experience do you have working with issues of equity and inclusion?
5. What strengths, skills, or knowledge will you bring to the Task Force on Diversity, Equity, and Inclusion?

Application for Task Force on Diversity, Equity, and Inclusion
Supplemental Questions
Innae Park

1. Why do you want to be a part of the Task Force on Diversity, Equity and Inclusion?

For most of my life I had assumed that diversity was a nice-to-have, equity was the same as equality, and inclusion meant not leaving someone out. Even as a second-generation immigrant, I became resigned to the fact that I would never be as fully accepted as others who looked like the majority. When people protested that “Black Lives Matter,” I thought, “Don’t all lives matter?”

I moved to the Bay Area six years ago, and my understanding and knowledge began to change. I learned that diversity is an asset and key factor in greater success, that equity meant we all got to the same place because inequity has been historically entrenched in our society for centuries, and that inclusion meant we were truly recognizing all voices and perspectives. No easy feats, but something worth striving for in all areas of my life, and I felt privileged that I was working toward such goals in our broken education system through my work at Teach For America.

Then in May, George Floyd was murdered, and I came face-to-face with a shocking self-reality: despite all the learning and growth I had done, I had continued to be complicit in the systemic racism and injustices that existed by turning a blind eye and not standing up for what was clearly broken in our society. I grieved and immediately began seeking ways to ensure my learning would turn into action so that my daughter would not grow up in a world where she was ‘less than’ because of her race, gender, or any other orientation. When I saw the City of Santa Clara’s decision to launch this Task Force, I was inspired and felt I could bring my full self to support change: my identity, my experiences, my strengths, my skills, my knowledge, and my emotions, all to make the city orient toward equity.

2. What role do you feel the Task Force on Diversity, Equity, and Inclusion should have in the City of Santa Clara?

In addition to the initial goals of the Task Force, I believe the Task Force on DEI will be a committee and collective that will shed light on the many ways that existing policies and practices within Santa Clara are discriminatory or racist against people of color. Given the history of our country, it is undeniable that so much of the policies and systems that exist are inequitable, but as a community, we have accepted them as normal. This Task Force will help to bring to light these policies so that we can ensure Santa Clara is a city that is truly inclusive and equitable, with opportunity for all. The Task Force has a unique role in bringing together many diverse voices, elevating perspectives and opinions that have been undermined or even oppressed throughout history. The committee itself is not representative of all voices and thoughts, and it will be an opportunity to harness the power of the collective for the broader good.

Lastly, the Task Force will help to ensure that the City of Santa Clara is setting an example for other cities across the state and country, especially the growing number of municipalities that have a non-white majority. We have always been a leader in diversity, innovation and more – it is time to also be known for our equitable and inclusive community.

3. How do you see yourself contributing to building a diverse, equitable, and inclusive environment for all residents of the city?

I am privileged and proud to be someone who represents many identity markers that are both common and unusual in Santa Clara. I am Asian American, specifically Korean-American, but have also lived abroad where I was not the 'majority' or spoke the language. As a young parent, it is critical for me to make sure my daughter grows up in a world where all are given equal opportunity once inequity does not exist. I am also a religious person, which is not as common in the Bay Area, and my faith provides me a perspective and vision where all lives are valued in this world.

These identifiers and experiences make me a sincere, sympathetic listener, and I want to bring people together rather than create division. As a member of the Task Force, I believe I can use both my background and my skills to ensure all voices are represented at the table, to hear and respect differing opinions in contrast to mine, and help synthesize strong recommendations for city officials. In my day-to-day, I seek to be a respectful and thoughtful citizen and parent, who strives to engage with local issues and listens to understand.

4. What experience do you have working with issues of equity and inclusion?

First, as a woman of color, my life experience has been dealing with inequity and exclusion, and I will bring those experiences and the passion for change to this Task Force.

My tenure (5 years) at Teach For America has given me extensive learning and development on the issues of equity and inclusion. As an organization grounded in diversity, equity, and inclusiveness, I have grown to understand the systemic inequity that exists at both the national level and local level.

More specifically, I have also led an affinity space for people of color, meeting on a monthly basis and facilitating discussion on issues specifically faced by people of color on the National Development team. This summer, I also co-facilitated a book club on Dr. Ibram X. Kendi's "How to be an Antiracist" book for both white colleagues and colleagues of color.

5. What strengths, skills, or knowledge will you bring to the Task Force on Diversity, Equity, and Inclusion?

I would be privileged to be a member of the Task Force and I would bring a breadth of strengths, skills and knowledge.

My strengths and skills lie in my professional backgrounds as a former journalist and current fundraiser. I am a thoughtful and patient listener who is able to synthesize complex issues and differing perspectives in a comprehensive and succinct narrative. My communications skills are paramount as I continue to inform, educate and share the voices of those who are often unheard.

The knowledge I bring to the Task Force is both experienced and acquired. I have experienced being a minority in the U.S. as a person of color, and then in my ancestors' home country by being a U.S. citizen. This sense of being 'less than' or at a disadvantage is a perspective I will carry and empathize with as someone bringing together others' experiences. As an Asian American who has received a lot of privilege, I recognize the disparities and distinctions that exist across the Asian American Native Hawaiian Pacific Islander community, which often get overlooked or generalized. In my time at Teach For America, I have also become more learned in white dominant cultural norms and practices while understanding the inequity in our education system. Awareness of these racist practices and policies will help ensure that I am not automatically buying into existing systems that are not promoting diversity, equity and inclusion.



City of Santa Clara

The Center of What's Possible

APPLICATION BOARD, COMMISSIONS, AND COMMITTEE CITY OF SANTA CLARA

City Clerk's Office 1500 Warburton Avenue,
Santa Clara, California 95050

Phone: 408-615-2220 E-mail: Clerk@santaclaraca.gov

*If you are having trouble viewing or submitting this form please download the free version of Adobe Reader:
<http://get.adobe.com/reader>

Board/ Commission/ Committee Applying For:

Task Force on Diversity, Equity, & Inclusion ▼

Name:

Gustavo Rangel

Address:

City:

Santa Clara

State:

California

Zip Code:

95051

E-mail Address:

Primary Phone Number

Secondary Phone Number

Are you eligible to register to vote in Santa Clara?

☒ Yes

☐ No

☐ Unsure

Are you a registered voter of Santa Clara?

☒ Yes

☐ No

☐ Unsure

Have you attended a meeting of this Board/
Commission/Committee?

☐ Yes

☒ No

☐ Unsure

Present Employer:

U.S. Pretrial Services Agency

Job Title:

Pretrial Services Officer

Previous Governmental Bodies/ Elective Offices
Applicant has served:

Position/ Office Held:

Dates:

Race Equity and Inclusion Steering Committee, Law
Foundation of Silicon Valley

Advisor

2017-2018

Graduate Student Social Work Association, San
Diego State University

President

2014-2015

Latino Student Social Work Association, San Diego
State University

Vice President

2013-2014

Civic or Charitable Organizations to which
Applicant has belonged:

Position(s) Held:

Dates:

Law Foundation of Silcon Valley, Legal Advocates
for Children and Youth

Social Worker

November 2016 - January
2018

Review Board for Catholic Charities Refugee Foster
Care, Unaccompanied Refugee Minors Program

Auditor

January 2017 - January
2018

Special Interests, Hobbies or Talents:

Interest include teaching and instructing social work interns, working with and establishing relationships with local Universities, examining law enforcement and social work policies, exploring best practices and efficiencies within systems, talking to ALL people. Hobbies include all sports related discussion and debates, bike riding, basketball, and sumo wrestling.

Talents: great listener, empathetic and realistic

College, Professional, Vocational Schools
attended:

Major Subject:

Degree/Dates:

Cornell University

Diversity and Inclusion

Certificate / November
2020

San Diego State University

Social Work

Master of Social Work /
May 2015

San Diego State University

Criminal Justice

Bachelor of Arts /
May 2013

Special awards or recognition received:

Pretrial Services Agency, Chiefs Award, 2020
Federal Law Enforcement Training Academy, Director's Leadership Award, 2019
San Jose State University, Certificate of Appreciation, 2018

Please state reasons why you want to become a member of this Board/Commission/Committee, including what specific objectives you would be working toward as a member of this advisory board:

I am very interested in being a member of the Task force as I bring experience as a law enforcement officer and license clinical social worker. An interest of mine is the intersection of social work practices and law enforcement policies. Although both studies differ, the foundation is in diversity, equity and inclusion is present. An objective of mine is to examine inclusionary practices to determine if citizens of Santa Clara feel as an insider in their community and explore their feeling of belonging in our city. Also, I would like to recognize unconscious bias and how it affects the way people perceive, evaluate, and react to others.

Any other information which you feel would be useful to the City Council in reviewing your application:

In my current and previous employment, my responsibilities are to assess people ' s challenges and make recommendations to judicial officers of the court. In this mezzo level of support, I have been successful to assist personal/family systems. I ' d like the challenge of transitioning to a macro level of support that will affect my community and local agencies entrusted for services.

Are you associated with any Organization/Employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

☐ Yes ☐ No ☒ Unsure

If yes, please name the Organization or Employment.

United States Federal District Courts. Nothern District of California

City policy directs all advisory body members not to vote on matters where there exists a potential conflict of interest. Would you be willing to abstain from voting if such a conflict arises?

☒ Yes ☐ No ☐ Unsure

Signature of Applicant:



Date Signed:

11/13/2020

By clicking submit you are confirming that you are the person listed in this application, and that all information provided is truthful and correct. You can also submit the completed application in person at: City Clerk's Office, 1500 Warburton Avenue, Santa Clara, California 95050. All information provided will be public information.

1. Why do you want to be a part of the Task Force on Diversity, Equity and Inclusion?

I want to be part of the Task Force on Diversity, Equity and Inclusion to support policies for lasting change. As a citizen of Santa Clara and a father of three young boys, it's essential to pave the road not only for them but to all who reside here. Also, as a person of color, it's imperative to foster equity and inclusionary practices to support all disenfranchised people. The City of Santa Clara is diverse, educated and young. According to Santa Clara demographics found on the city's website, 80% of the age is between 18-64-year-old. The second age group is 19.9%, persons under the age of 18 years old. I want to be part of the Task Force that aids the next generation of Santa Clarans that gives them an equal and safe opportunity to continue this legacy.

2. What role do you feel the Task Force on Diversity, Equity, and Inclusion should have in the City of Santa Clara?

I feel that the role of this Task Force is as important as public safety in the community. Public safety and its policies are evident in Santa Clara and throughout the United States. They are measurable entities that can be evaluated. They are essential to the safety of all who reside here and order in our community. I feel the same way in reference to diversity, equity and inclusion. These topics can be measured, they can be evaluated, and they can lead to safety in the community. This Task Force has the potential to influence government systems, to change the path for disenfranchised people and to encourage a greater relationship with Law Enforcement Officials.

3. How do you see yourself contributing to building a diverse, equitable, and inclusive environment for all residents of the city?

I see myself contributing to building a diverse, equitable and inclusive environment for all by conducting a needs assessment of Santa Clara, understanding the current infrastructure in place and establishing relationships with all people in the City of Santa Clara. The needs assessment started with the support of President Obama's "commitment to Action" initiative and support by the City of Santa Clara's Task Force to engage in equitable issues and make recommendations to policies, structure and services. If chosen, I will work with Task Force members to inquire what areas of diversity, equity and inclusion are needed in our city. Understanding the City of Santa Clara's current infrastructure will be essential to making meaningful recommendations for systems change. I will ask questions about policies and procedures to gain a better understanding of its efficiency based in its outcomes. Lastly, I will aim to create meaningful relationships with

all members of the community to gain a better understanding of their concerns, their challenges and ideas. I'd like to speak to the CEO of Nvidia all the way to Santa Clara's park services employee in our local parks. I'd like to hear their perspective and insight.

4. What experience do you have working with issues of equity and inclusion?

While working at the Law Foundation of Silicon Valley, I was part of the companies Race, Equity and Inclusion (REI) Steering Committee. We evaluated our hiring practices, we evaluated our employment retention strategy, and we evaluated the workload of our Spanish Speaking employees. The Steering Committee made recommendations to the CEO and Board of Directors. Subsequently, certain policies were revised to promote equity and a sense of belonging within the organization.

On August 2020, the Northern District of California hosted a 21-day Challenge titled "Race Equity Habit Building Challenge." I was one of five co-facilitators chosen to host group meetings by Zoom. The group consisted of District Judges, Magistrate Judges, Attorneys, Probation Officers, Judicial Clerks and Court Room Officers. For 21 days, we completed reading assignments and gathered at the end of the week to discuss Race Equity Challenges. Although conversations were difficult; when speaking about race, privilege and implicit bias, co-facilitating the group with such distinguished professionals was empowering and inspiring. At the end of the 21-day challenge, we discussed recommendations we can make within our organization to promote inclusionary practices.

5. What strengths, skills, or knowledge will you bring to the Task Force on Diversity, Equity, and Inclusion?

If given the opportunity to join Santa Clara's Task Force on Diversity, Equity, and Inclusion, I will bring technical expertise of diversity and inclusion, a certificate program earned at Cornell University. These expertise include assessing engagement within an organization, distinguishing between diversity and inclusion, examining methods of fostering inclusion in work groups, and identify interventions that can help override errors in Judgement and decision making. Understanding and answering these questions noted above can assist us to provide the most effective and realistic recommendations to stake holders for policy, structure and service changes.

**CITY OF SANTA CLARA
VOTING GUIDELINES FOR THE APPOINTMENT
OF APPLICANTS TO TASK FORCE ON DIVERSITY, EQUITY,
AND INCLUSION**

- 1) The Task Force on Diversity, Equity, and Inclusion (Task Force) is given a copy of the applications in their weekly packet to review and consider applicant qualifications.
- 2) Task Force interviews applicant. Interviews are held virtually.
 - A) Each applicant is given two (2) minutes for an opening statement. There will be seven (7) minutes allocated for Q&A. The applicant may respond to questions from the Council. The applicant has one (1) minute for a closing statement.
- 3) Task Force votes for applicants:
 - A) The Task Force will cast one vote each for their six (6) desired appointees. Only one vote per applicant is allowed. A Task Force Member may choose to vote for only one applicant but will relinquish the other vote.
- 4) The votes are tallied:
 - A) The Assistant City Clerk will announce the six (6) applicants who received the highest number of votes. In the event of a tie, there will be another round of re-voting for the those remaining; the round of re-voting would be for only those applicants who received votes in the first round. The Task Force then has an opportunity to deliberate regarding the remaining six (6) applicants. The Task Force will then cast one vote each for their top three (3) desired appointees. The Assistant City Clerk will announce the three candidates (3) who received the most votes.
 - i. If there is a tie, there will be 3 re-votes for the Task Force to reconsider the applicants. The Task Force has the opportunity to deliberate between each round of re-voting.
 - ii. If there is still a tie and there is not a full Task Force present, the Task Force will defer the decision until a full Task Force is present, and re-interview the top six (6) applicants.
 - iii. If there is a full Task Force present, the Members will draw straws, with the person drawing the long straw abstaining from voting at the next round. The Task Force has the opportunity to deliberate.

- iv. The Task Force votes, with the applicant receiving the highest number of votes being the winner. The Assistant City Clerk will announce the winner.
- 5) A Task Force Member makes a motion to appoint the three (3) applicants that received the highest number of votes. The Task Force has the opportunity to vote unanimously to appoint the applicants by taking a roll call vote during the virtual meeting.

Task Force on Diversity, Equity, and Inclusion Interview Questions

1. The Task Force on Diversity, Equity, and Inclusion (Task Force) seeks to accomplish its mission within a 2-year timeframe, making progress on individual goals even before that. Can you commit to attending all meetings, potentially serving on at least one subcommittee, and being responsive to email messages within 24 hours of receiving them?
2. What is your definition of disenfranchised communities? What are your ideas for and experience in engaging these communities?
3. Please share an example that highlights your respect for people and their inherent differences. How would you approach individuals in our City with differing views on the issues and seek to reconcile those views?
4. As a resident, what aspects of the City's relationship with residents do you feel most needs to be reformed? What are some specific actions you want to do in the next year to further the development and advancement in diversity, equity, and inclusion work?
5. Anything we haven't covered that you feel we should know.

Are you interested in volunteering with the Task Force?



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APPLICATION
BOARD, COMMISSIONS, AND COMMITTEE
CITY OF SANTA CLARA

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Santa Clara, California 95050

Phone: 408-615-2220 E-mail: Clerk@santaclaraca.gov

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<http://get.adobe.com/reader>

Board/ Commission/ Committee Applying For:

Task Force on Diversity, Equity, and Inclusion.

Name:

Kevin Landis

Address:

City:

Santa Clara

State:

CA

Zip Code:

95050

E-mail Address:

Primary Phone Number

Secondary Phone Number

Are you eligible to register to vote in Santa Clara?

☒ Yes

☐ No

☐ Unsure

Are you a registered voter of Santa Clara?

☒ Yes

☐ No

☐ Unsure

Have you attended a meeting of this Board/
Commission/Committee?

☐ Yes

☒ No

☐ Unsure

Present Employer:

Wyllie, McBride, Platten & Renner

Job Title:

Associate Attorney

Previous Governmental Bodies/ Elective Offices
Applicant has served:

Position/ Office Held:

Dates:

N/A

N/A

N/A

Civic or Charitable Organizations to which
Applicant has belonged:

Position(s) Held:

Dates:

N/A

N/A

N/A

Special Interests, Hobbies or Talents:

Former Professional Computer Gamer, SJSU Guest Lecturer, Skydiving, Football, Soccer, Surfing, Skiing

College, Professional, Vocational Schools
attended:

Major Subject:

Degree/Dates:

Santa Clara Law

Law

Juris Doctor, May 2019

California State University, Long Beach

Major: Criminal Justice
Minor: Political Science

Bachelor of Science,
December 2009

Special awards or recognition received:

Santa Clara Law - CALI Award Winner
California State University, Long Beach - Dean's Honor List

Please state reasons why you want to become a member of this Board/Commission/Committee, including what specific objectives you would be working toward as a member of this advisory board:

Please see response to supplemental question 1

Any other information which you feel would be useful to the City Council in reviewing your application:

Are you associated with any Organization/Employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

☐ Yes

☒ No

☐ Unsure

If yes, please name the Organization or Employment.


City policy directs all advisory body members not to vote on matters where there exists a potential conflict of interest. Would you be willing to abstain from voting if such a conflict arises?

☒ Yes

☐ No

☐ Unsure

Signature of Applicant:



Date Signed:

11/13/2020

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Kevin Landis

November 13, 2020

Application for Task Force on Diversity, Equity, and Inclusion Supplemental Questions

1. Why do you want to be a part of the Task Force on Diversity, Equity, and Inclusion?

To help the City of Santa Clara continue to be a warm and welcoming place for lifelong residents and transplants alike. I moved to Santa Clara 4 years ago and have thoroughly enjoyed my experience thus far. Santa Clara has been wonderful to me, and I want to provide that same experience to others. I want others to have the same positive outlook of the City that I do. At the end of the day, I just want to help Santa Clara. I feel like Santa Clara has done so much for me, and I want to be able to continue that tradition and help the City help others. I would really enjoy the opportunity to help facilitate that in any way that I can.

2. What role do you feel the Task Force on Diversity, Equity, and Inclusion should have in the City of Santa Clara?

I believe that the Task Force should somewhere that the residents of Santa Clara can reach out to. I think it should be a type of community outreach where the residents can get involved. Residents may not feel like they are being heard, or feel like they have a voice in what's going on in their community, and I think it would be good for the Task Force to be a safe haven for residents to go with their concerns.

Issues of Diversity, Equity, and Inclusion are hard topics to discuss. People may not be comfortable addressing those issues, or may not know where to go to speak about their concerns. This Task Force has a golden opportunity to have direct communication and a direct connection with the residents of the City. The Task Force may not always be able to help everyone, but if residents feel validated that they are being heard, and that their concerns are being considered, then that will improve their experience as residents.

3. How do you see yourself contributing to building a diverse, equitable, and inclusive environment for all the residents of the city?

I believe that I can be a good resource that residents can reach out to. I enjoy talking to people about their life experiences, and I am genuinely interested in how those experiences have molded them into the person they are. I believe that speaking with people, learning about their concerns, and trying to come up with solutions to affect change is the heart of how I will contribute.

I have lived in a variety of places, both big cities and small towns, and I do believe that I can empathize with people and their experiences on some level. I want to help project the voice of the residents. I will sit in their pain with them. I may not fully understand what they are going through, I may not be able to provide an immediate solution, but the least I can do is sit in their pain with them and let them know that Santa Clara is here for them, that their community is here for them.

4. What experience do you have working with issues of equity and inclusion?

To be blunt, I do not have any experience working with issues of equity and inclusion. Which is exactly why I want to get involved. I cannot affect change if I sit idly by and simply hope for the best. I think this is a good opportunity for me to learn more about issues of equity and inclusion, and help create change that addresses those issues and is truly diverse. My hope is that coming into the task force without much experience will help me provide fresh eyes on a variety of topics.

Kevin Landis

November 13, 2020

Application for Task Force on Diversity, Equity, and Inclusion Supplemental Questions

I will never forget a conversation I had with an Elementary School Principal. This Principal's school was located in an affluent, mostly white suburb. He taught a continuing education course pertaining to diversity and equity, and he expressed that it is a disservice to students when teachers are actively "color-blind." Those that have been historically disenfranchised often times do not have the support system at home to excel in school the same way that the whites and Asians do, so teachers need to be aware of this and make more of an effort to ensure the other students are receiving the attention that they need.

This conversation left me intrigued, but really resonated with me because on some level I do agree with those notions. To create equity and be inclusive, you need to be cognizant of where those inequities exist. I feel like you're dismissing many issues if you simply try to create an environment that is neutral because the individuals and experiences that make up that environment are anything but.

5. What strength, skills, or knowledge will you bring to the Task Force on Diversity, Equity and Inclusion?

I can quickly build rapport with people. I consider myself to be a people person, and I feed off others' energy. Knowing I'm collaborating with, helping, or working with someone towards a common goal is where I strive. Diversity, Equity, and Inclusion encompasses so many different things that you really have to keep an open mind towards all of it. I truly believe that it takes a lot of brainstorming and the willingness to absorb insight from any corner, to properly look at any scenario and create the most beneficial response.

Currently I'm a workers' rights attorney with an employment law firm in San Jose. Before that, I was a background investigator and project manager with a background screening company that provided pre-hire and post-hire human resources solutions for employers. At the end of the day, I love research. I think there is always more information to be found, more data to be gathered, more people you can talk to, all towards the end goal of providing the best solution.

KEVIN LANDIS

Santa Clara, CA 95050

EDUCATION

Santa Clara University, School of Law – *Juris Doctor (2019)*, SBN: 331447

- High Tech Law Certificate, Corporate Specialization
- Trial Team Member (CALI Award-Winner in Advanced Trial Techniques)

California State University, Long Beach – *B.S., Criminal Justice (2009)*

- Deans Honor List

EXPERIENCE

WYLIE, McBRIDE, PLATTEN & RENNER, San Jose, CA

July 2020 – Present

Associate Attorney

- Represent and advise public and private unions and their members.
- Negotiate and enforce collective bargaining agreements and memorandums of understanding.
- Counsel clients (employers) on compliance with various employment laws such as FLSA, FMLA, CFRA, and FEHA.
- Review and update clients' employee handbooks and company policies.
- Represent individuals in litigation involving wage & hour disputes, wrongful termination, and discrimination.

INFO CUBIC LLC, Denver, CO

February 2017 – June 2019

Law Clerk

- Prepare confidentiality, services, and other agreements; conduct first pass review of service agreements.
- Perform legal research/analysis to determine legally permissible operations across 230 countries and territories.
- Spearheaded company's compliance with CCPA in preparation of its January 1, 2020 effective date.
- Compose memoranda on various matters pertaining to domestic and international employment and privacy law.
- Update General Counsel on developments in domestic and international background screening law.
- Monitor state and federal regulatory trends, activities, and requirements pertaining to employment law.
- Draft articles for Info Cubic's Compliance Corner newsletter.

ALEXANDER COMMUNITY LAW CENTER, San Jose, CA

January 2018 – May 2018

Certified Law Clerk for Consumer Rights Clinic

- Interviewed clients to identify issues and provide concise summary to supervising attorney.
- Synthesized and Communicated legal advice to clients.
- Drafted Opposition Briefs, Demand Letters, and Requests for Documents for supervising attorney.

HONG KONG HIGH COURT, COURT OF APPEAL

June 2017 – July 2017

Law Clerk for Justice Michael Lunn, VP of Court of Appeal

- Drafted concise case summaries and prepared appeal files for the Judge.
- Performed legal research and reviewed evidence presented in the lower court.
- Drafted judgments in current cases before the court for the Judge's review.

INFO CUBIC LLC, Denver, CO

July 2012 – January 2017

Background Investigation Operations Team Leader and Compliance Coordinator

- Implemented and evaluated operational strategies and business objectives.
- Managed and led company operations across seven different product divisions.
- Assisted General Counsel with keeping abreast of domestic and international employment and privacy law legislation.
- Procured new vendor relationships to increase profitability of the company's international and domestic service suite.
- Increased annual revenue 250% by revamping international service division with new marketing/web content.
- Managed global accounts worth up to \$2M.
- Worked closely with clients and vendors at all organization levels to ensure satisfaction.
- Executed account profitability analysis and price review to ensure the business remained competitive at all times.
- Conducted thorough background investigations of candidates to determine employment suitability.
- Prepared comprehensive reports for clients to effectively communicate investigative findings.

HOBBIES AND INTERESTS

Former Professional Computer Gamer, SJSU Guest Lecturer, Skydiving, Football, Soccer, Surfing, Skiing



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<http://get.adobe.com/reader>

Board/ Commission/ Committee Applying For:

Task Force on Diversity, Equity, & Inclusion ▼

Name:

Gustavo Rangel

Address:

City:

Santa Clara

State:

California

Zip Code:

95051

E-mail Address:

Primary Phone Number

Secondary Phone Number

Are you eligible to register to vote in Santa Clara?

☒ Yes

☐ No

☐ Unsure

Are you a registered voter of Santa Clara?

☒ Yes

☐ No

☐ Unsure

Have you attended a meeting of this Board/
Commission/Committee?

☐ Yes

☒ No

☐ Unsure

Present Employer:

U.S. Pretrial Services Agency

Job Title:

Pretrial Services Officer

Previous Governmental Bodies/ Elective Offices
Applicant has served:

Position/ Office Held:

Dates:

Race Equity and Inclusion Steering Committee, Law
Foundation of Silicon Valley

Advisor

2017-2018

Graduate Student Social Work Association, San
Diego State University

President

2014-2015

Latino Student Social Work Association, San Diego
State University

Vice President

2013-2014

Civic or Charitable Organizations to which
Applicant has belonged:

Position(s) Held:

Dates:

Law Foundation of Silcon Valley, Legal Advocates
for Children and Youth

Social Worker

November 2016 - January
2018

Review Board for Catholic Charities Refugee Foster
Care, Unaccompanied Refugee Minors Program

Auditor

January 2017 - January
2018

Special Interests, Hobbies or Talents:

Interest include teaching and instructing social work interns, working with and establishing relationships with local Universities, examining law enforcement and social work policies, exploring best practices and efficiencies within systems, talking to ALL people. Hobbies include all sports related discussion and debates, bike riding, basketball, and sumo wrestling.

Talents: great listener, empathetic and realistic

College, Professional, Vocational Schools
attended:

Major Subject:

Degree/Dates:

Cornell University

Diversity and Inclusion

Certificate / November
2020

San Diego State University

Social Work

Master of Social Work /
May 2015

San Diego State University

Criminal Justice

Bachelor of Arts /
May 2013

Special awards or recognition received:

Pretrial Services Agency, Chiefs Award, 2020
Federal Law Enforcement Training Academy, Director's Leadership Award, 2019
San Jose State University, Certificate of Appreciation, 2018

Please state reasons why you want to become a member of this Board/Commission/Committee, including what specific objectives you would be working toward as a member of this advisory board:

I am very interested in being a member of the Task force as I bring experience as a law enforcement officer and license clinical social worker. An interest of mine is the intersection of social work practices and law enforcement policies. Although both studies differ, the foundation is in diversity, equity and inclusion is present. An objective of mine is to examine inclusionary practices to determine if citizens of Santa Clara feel as an insider in their community and explore their feeling of belonging in our city. Also, I would like to recognize unconscious bias and how it affects the way people perceive, evaluate, and react to others.

Any other information which you feel would be useful to the City Council in reviewing your application:

In my current and previous employment, my responsibilities are to assess people ' s challenges and make recommendations to judicial officers of the court. In this mezzo level of support, I have been successful to assist personal/family systems. I ' d like the challenge of transitioning to a macro level of support that will affect my community and local agencies entrusted for services.

Are you associated with any Organization/Employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

☐ Yes ☐ No ☒ Unsure

If yes, please name the Organization or Employment.

United States Federal District Courts. Nothern District of California

City policy directs all advisory body members not to vote on matters where there exists a potential conflict of interest. Would you be willing to abstain from voting if such a conflict arises?

☒ Yes ☐ No ☐ Unsure

Signature of Applicant:



Date Signed:

11/13/2020

By clicking submit you are confirming that you are the person listed in this application, and that all information provided is truthful and correct. You can also submit the completed application in person at: City Clerk's Office, 1500 Warburton Avenue, Santa Clara, California 95050. All information provided will be public information.

1. Why do you want to be a part of the Task Force on Diversity, Equity and Inclusion?

I want to be part of the Task Force on Diversity, Equity and Inclusion to support policies for lasting change. As a citizen of Santa Clara and a father of three young boys, its essential to pave the road not only for them but to all who reside here. Also, as a person of color, it's imperative to foster equity and inclusionary practices to support all disenfranchised people. The City of Santa Clara is diverse, educated and young. According to Santa Clara demographics found on the city's website, 80% of the age is between 18-64-year-old. The second age group is 19.9%, persons under the age of 18 years old. I want to be part of the Task Force that aids the next generation of Santa Clarans that gives them an equal and safe opportunity to continue this legacy.

2. What role do you feel the Task Force on Diversity, Equity, and Inclusion should have in the City of Santa Clara?

I feel that the role of this Task Force is as important as public safety in the community. Public safety and its policies are evident in Santa Clara and throughout the United States. They are measurable entities that can be evaluated. They are essential to the safety of all who reside here and order in our community. I feel the same way in reference to diversity, equity and inclusion. These topics can be measured, they can be evaluated, and they can lead to safety in the community. This Task Force has the potential to influence government systems, to change the path for disenfranchised people and to encourage a greater relationship with Law Enforcement Officials.

3. How do you see yourself contributing to building a diverse, equitable, and inclusive environment for all residents of the city?

I see myself contributing to building a diverse, equitable and inclusive environment for all by conducting a needs assessment of Santa Clara, understanding the current infrastructure in place and establishing relationships with all people in the City of Santa Clara. The needs assessment started with the support of President Obama's "commitment to Action" initiative and support by the City of Santa Clara's Task Force to engage in equitable issues and make recommendations to policies, structure and services. If chosen, I will work with Task Force members to inquire what areas of diversity, equity and inclusion are needed in our city. Understanding the City of Santa Clara's current infrastructure will be essential to making meaningful recommendations for systems change. I will ask questions about policies and procedures to gain a better understanding of its efficiency based in its outcomes. Lastly, I will aim to create meaningful relationships with

all members of the community to gain a better understanding of their concerns, their challenges and ideas. I'd like to speak to the CEO of Nvidia all the way to Santa Clara's park services employee in our local parks. I'd like to hear their perspective and insight.

4. What experience do you have working with issues of equity and inclusion?

While working at the Law Foundation of Silicon Valley, I was part of the companies Race, Equity and Inclusion (REI) Steering Committee. We evaluated our hiring practices, we evaluated our employment retention strategy, and we evaluated the workload of our Spanish Speaking employees. The Steering Committee made recommendations to the CEO and Board of Directors. Subsequently, certain policies were revised to promote equity and a sense of belonging within the organization.

On August 2020, the Northern District of California hosted a 21-day Challenge titled "Race Equity Habit Building Challenge." I was one of five co-facilitators chosen to host group meetings by Zoom. The group consisted of District Judges, Magistrate Judges, Attorneys, Probation Officers, Judicial Clerks and Court Room Officers. For 21 days, we completed reading assignments and gathered at the end of the week to discuss Race Equity Challenges. Although conversations were difficult; when speaking about race, privilege and implicit bias, co-facilitating the group with such distinguished professionals was empowering and inspiring. At the end of the 21-day challenge, we discussed recommendations we can make within our organization to promote inclusionary practices.

5. What strengths, skills, or knowledge will you bring to the Task Force on Diversity, Equity, and Inclusion?

If given the opportunity to join Santa Clara's Task Force on Diversity, Equity, and Inclusion, I will bring technical expertise of diversity and inclusion, a certificate program earned at Cornell University. These expertise include assessing engagement within an organization, distinguishing between diversity and inclusion, examining methods of fostering inclusion in work groups, and identify interventions that can help override errors in Judgement and decision making. Understanding and answering these questions noted above can assist us to provide the most effective and realistic recommendations to stake holders for policy, structure and service changes.



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

21-1233

Agenda Date: 10/18/2021

REPORT TO TASK FORCE ON DIVERSITY, EQUITY, AND INCLUSION

SUBJECT

Discussion on Elected Police Chief and City Clerk Positions

BACKGROUND

At the September 13, 2021 Task Force on Diversity, Equity, and Inclusion (Task Force) meeting, Chair Neil Datar reported on the Policing and Community Engagement/Relations Subcommittee's (Subcommittee) recent work with the Police Department. The Subcommittee raised an interest in discussing the elected Chief of Police and City Clerk positions and voted to add a discussion to the next agenda.

DISCUSSION

To guide the Task Force's discussion, Santa Clara City Charter sections related to the elected Chief of Police and City Clerk positions are included with this report.

Section 600 of the Santa Clara City Charter (Attachment 1) states that the elective officers of the City shall consist of a City Council composed of seven members, the Chief of the Police Department, and the City Clerk.

Section 906 of the Santa Clara City Charter defines the powers and duties of the Chief of Police, and is included with this report as Attachment 2. Section 701.1 of the Santa Clara City Charter defines the qualifications for the Chief of the Police Department, and is included with this report as Attachment 3.

Section 903 of the Santa Clara City Charter defines the powers and duties of the elected City Clerk and is included with this report as Attachment 4.

ENVIRONMENTAL REVIEW

This is an information report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality Act ("CEQA") is required.

FISCAL IMPACT

There is no fiscal impact associated with the preparation of this report other than administrative staff time.

COORDINATION

This report was coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Task Force on Diversity, Equity, and Inclusion agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda

packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

Reviewed by: Genevieve Yip, Staff Analyst I

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Santa Clara City Charter Section 600
2. Santa Clara City Charter Section 906
3. Santa Clara City Charter Section 701.1
4. Santa Clara City Charter Section 903

Santa Clara City Code**Sec. 600.01****Sec. 401 Disposal of public utility.**

No public utility owned by the City shall be sold, leased or otherwise transferred unless authorized by the affirmative votes of two-thirds of the electors voting on such proposition at any election at which the question of such disposal is submitted to the electors.

Article V. Form of Government**Sec. 500 Form of government.**

The municipal government provided by this Charter shall be known as the "Council Manager" form of government.

Article VI. The Elective Officers**Sec. 600 City elected officers.**

No person shall be eligible to hold any elective office in the City including Mayor, City Council, Chief of Police Department and City Clerk, unless he or she is a resident and a qualified registered elector of the City.

The elective officers of the City shall consist of a City Council composed of seven members, the Chief of the Police Department and the City Clerk. The members of the City Council, (which includes the office of the Mayor), the Chief of the Police Department and the City Clerk shall be elected from the City at large at the times and in the manner provided in this Charter. Except as otherwise herein provided, a person elected to an office for other than an unexpired term, shall serve a term of four years, and shall serve until a successor is elected and qualified. The term shall commence on the date the City Council certifies the canvass of the election returns submitted to it by the County Registrar of Voters.

The person receiving the most votes cast for a particular City office shall be declared duly elected. Ties shall be broken as provided from time to time by ordinance.

The office of Mayor shall be separately voted upon and is a separate office. The person elected at any election to the office designated "Mayor" shall be deemed elected, both as a Mayor and as a member of the Council. Although the Mayor is a Council member, his or her election does not change the number of Council members from seven.

No person shall be a candidate for both Mayor and a City Council seat at the same election. However, an incumbent member of the City Council may run for the elective office of Mayor, and the Mayor may run for the separate office of Mayor or other City Council office. However, at no time shall a member of the Council, including the Mayor, hold more than one City elective office. Except as otherwise provided elsewhere in this Charter, no incumbent member of the City Council while serving in such office with an unexpired term of more than six months shall be a candidate for any numbered Council seat other than the one which he or she holds. (Added by electors at election held November 7, 1972, approved by Senate Concurrent Resolution (1973 Stats., Res. Ch. 10); Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the *State Statutes of 2000*)

Sec. 600.01 Municipal elections.

Commencing with the year 2000, a regular election shall be held in the City of Santa Clara on the first Tuesday following the first Monday in November of even numbered years. The regular election shall be held for the election of each municipal elective officer whose term of office regularly expires at that time, and for such other purposes as the Council may prescribe. Each such regular election shall be known as the general municipal election of the City, and shall be in lieu of all others previously so called. All other municipal elections that may be called under the authority of this Charter, or the California Elections Code, shall be known as spe-

Sec. 905

(h) Deposit all monies received in such depositories as may be designated by resolution of the City Council or, if no resolution be adopted, by the City Manager, and in compliance with all the provisions of the State Constitution and laws of the State governing the handling, depositing and securing of public funds; and

(i) Have custody of all investments and invested funds of the City government, or in possession of such government in a fiduciary capacity, and have the safe-keeping of all bonds and notes of the City and the receipt and delivery of City bonds and notes for transfer, registration or exchange. (Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the State *Statutes of 2000*)

Sec. 905 City Engineer and Department of Public Works.

(1) City Engineer. The City Engineer shall be a Registered Professional Engineer in the State of California, and he/she shall have the power and be required to:

(a) Supervise and be responsible for all City engineering work, including the preparation of engineering maps, surveys, and designs;

(b) Perform such other duties as the City Council may from time to time prescribe, either by ordinance or resolution; and,

(c) On vacating the office, surrender to his/her successor all maps, plans, field notes and other records and memoranda belonging to the City and pertaining to his/her office and the work thereof.

(2) Director of Public Works and Utilities. The Director of Public Works and Utilities, who may be the City Engineer, shall, under the supervision of the City Manager, be in charge of the administration of such departments of the City, including engineering and utilities, as are or may be from time to time designated by the City Council. (As amended 1965 Statutes, Senate Concurrent Resolution No. 74, Chapter 101; Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the State *Statutes of 2000*)

Sec. 906 Chief of the Police Department.

The Chief of Police shall have power and be required to:

(a) Preserve the public peace;

(b) Execute and return all process issued to him/her by legal authority; and

(c) Exercise all the powers that are now or may hereafter be conferred upon sheriffs and other police officers by the laws of the State. (Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the State *Statutes of 2000*)

Sec. 907 Chief of the Fire Department.

The Chief of the Fire Department shall have the power and be required to:

(a) Supervise all matters relating to the prevention and extinguishing of fires and the protection of all property impaired thereby; and

(b) Make frequent inspection of all property within the City to enforce fire prevention regulations.

Sec. 908 City Attorney.

There shall be a City Attorney who shall have the power and be required to:

Sec. 700.2 Elections: Designation of seats.

(Section Number Repealed – text amended and renumbered to section 700.1 by electors at an election held March 7, 2000, Charter Chapter 11 of the State *Statutes of 2000*)

Sec. 701 Term limits of mayor and council members.

No person elected as member of the Council shall be eligible to serve, or serve, for more than two (2) full terms; but such service prior to December 1, 2016, shall not disqualify any person from further service as a member of the Council. If a member of the Council serves a partial term in excess of two (2) years, it shall be considered a full term for the purpose of this provision. The office of elected Mayor, to be filled from the City at large, is a separate office from the Council and solely for the purpose of this term limit disqualification, is not a Council office or the Council. Consequently, time served in such office of elected Mayor is not time served on the Council and time served on the Council is not time served in such office of elected Mayor. (As amended by electors at election held November 5, 1968, approved by Joint Resolution of the Legislature filed with the Secretary of State January 15, 1969; Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the State *Statutes of 2000*; Amended by electors at an election held November 8, 2016, Charter Chapter 18 of the State *Statutes of 2017*)

Sec. 701.1 Qualifications for Chief of the Police Department.

Candidates for the office of Chief of Police shall meet the minimum eligibility and qualification requirements imposed by state law upon candidates for the office of sheriff. (Added by electors at an election held March 7, 2000, Charter Chapter 11 of the State *Statutes of 2000*)

Sec. 702 Compensation.

Commencing on July 1, 2017, each member of the City Council, other than the Mayor, shall receive as compensation the sum of two thousand dollars (\$2,000) per month. The Mayor shall receive as compensation the sum of two thousand five hundred dollars (\$2,500) per month.

Commencing on July 1, 2019, and every two years on July 1 thereafter, the compensation of the City Council and Mayor shall be set by a Salary Setting Commission consisting of five members to be appointed by the Civil Service Commission from the qualified electors of the City for a term of four years. The first members shall be appointed for a term commencing January 1, 2019. Initially, the Commissioners shall be appointed in a manner so that two are appointed for two-year terms and three are appointed for four-year terms. On or before March 15 of every odd year, the Salary Setting Commission shall establish the salary of the Mayor and members of the City Council for the period commencing July 1 of that odd year and ending two years thereafter. Salaries so established by the Commission shall not exceed one hundred ten percent (110%) of the previous figure.

If a member of the City Council, including the Mayor, does not attend all meetings of the City Council or study sessions called on order of the City Council and held during the month, the compensation to him/her for such month shall be reduced by the sum of twenty-five dollars (\$25.00) for each meeting or study session not attended unless he/she is absent with the consent of or on order of the City Council.

Absence from five consecutive regular meetings, unless excused by resolution of the City Council, shall operate to vacate the seat of any member of the City Council so absent. (As amended by electors at election held November 5, 1968, approved by Joint Resolution of the Legislature filed with the Secretary of State January 15, 1969; Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the State *Statutes of 2000*; Amended by electors at an election held November 8, 2016, Charter Chapter 17 of the State *Statutes of 2017*)

Santa Clara City Code**Sec. 904****Sec. 903 City clerk; powers and duties.**

The City Clerk shall have the power and be required to:

- (a) Attend all meetings of the City Council and be responsible for the recording and maintaining of a full and true record of all the proceedings of the City Council in books that shall bear appropriate titles and be devoted to such purposes;
- (b) Maintain separate books, in which shall be recorded respectively all ordinances and resolutions, with the certificate of the clerk annexed to each thereof stating the same to be the original or a correct copy, and as to an ordinance requiring publication, stating that the same has been published or posted in accordance with this Charter;
- (c) Maintain separate books, in which a record shall be made of all written contracts and official bonds;
- (d) Keep all aforementioned books properly indexed and open to public inspection when not in actual use;
- (e) Be the custodian of the seal of the City;
- (f) Administer oaths or affirmations, take affidavits and depositions pertaining to the affairs and business of the City and certify copies of official records; and
- (g) Have charge of all City elections.

The City Council may, in its discretion, appoint any other officer or employee of the City as City Clerk and grant such person additional compensation for the performance of such duties.

Sec. 904 Director of Finance.

There shall be a department of finance; the head of which shall be the Director of Finance, who as determined by the City Council, shall be, or be appointed by, the City Manager. The Director of Finance under the supervision of the City Manager shall have charge of the administration of the financial affairs of the City, including the financial affairs of the City-owned public utilities, and he/she shall have power and be required to:

- (a) Compile the budget expense and capital estimates for the City Manager;
- (b) Supervise and be responsible for the disbursement of all monies and have control over all expenditures which have been budgeted;
- (c) Maintain a general accounting system for the City government and of its offices, departments and agencies; keep books for, prescribe the financial forms to be used by and exercise financial budgetary control over each office, department or agency;
- (d) Submit to the City Council, through the City Manager, a monthly statement of all receipts and disbursements in sufficient detail to show the exact financial condition of the City;
- (e) Prepare for the City Manager, as of the end of each fiscal year, a complete financial statement and report;
- (f) Collect all taxes, special assessments, utility charges, license fees and other revenues of the City for whose collection the City is responsible except City taxes collected by the County and as provided in Section 1306, and receive all money receivable by the City from the State or Federal government, or from any court, or from any office, department or agency of the City;
- (g) Receive and have custody of all monies receivable by the City from any source;



Agenda Report

21-1340

Agenda Date: 10/18/2021

REPORT TO TASK FORCE ON DIVERSITY, EQUITY, AND INCLUSION

SUBJECT

Review Community Listening Session Survey Responses Received

BACKGROUND

Charged with identifying key issues facing the City of Santa Clara (City) involving historically disenfranchised communities and making recommendations to policies that help the City achieve racial equity, the Task Force on Diversity, Equity and Inclusion (Task Force) is holding a series of community listening sessions. Through the community listening sessions, the Task Force will seek the community's input on what the City can do to build a more inclusive community and invite members of the public to share their experiences and ideas. In an effort to engage the community in multiple ways, the public can attend the community listening sessions virtually on Zoom, send an email to the Task Force, or take the Task Force's brief Community Listening Session survey at SantaClaraCA.gov/EquityTaskForce.

At the September 13, 2021 Task Force meeting, the Task Force provided input on staff's suggestions to revise the listening session survey and voted to delegate authority to the Community Listening Sessions Working Group to work with City staff to revise the listening survey and take steps, such as translations and other steps necessary to push out survey accordingly. Revisions to the survey are currently underway.

DISCUSSION

The Task Force will review the Community Listening Session survey responses received. The survey responses received since the September 13, 2021 regular meeting through October 15, 2021, at 12:00 p.m. are included with this report as Attachment 1. Any additional Community Listening Session Survey responses received from October 15, 2021, at 12:00 p.m. through October 18, 2021, at 3:00 p.m. will be provided as post-meeting material.

ENVIRONMENTAL REVIEW

This is an information report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality Act ("CEQA") is required.

FISCAL IMPACT

There is no fiscal impact to the City other than administrative staff time.

PUBLIC CONTACT

Public contact was made by posting the Task Force on Diversity, Equity, and Inclusion meeting agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report

may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>>.

Reviewed by: Genevieve Yip, Staff Analyst I

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Community Listening Session Survey Responses Received

Respondent



63

Anonymous



09:14



Time to complete

1. On a scale of 1 to 10, with 10 being the best, how would you rate the City's current efforts to build an inclusive community?



2. What can the City do for you and the residents to build a more inclusive community?

Highlight minority groups and their voices in visible spaces.

3. What experiences and ideas do you have that you want your city leadership/elected officials to know when making decisions?

To address the immigrant population as well as those that have been here for generations.

4. What is your perspective on racial inequities?

They are alive and well everywhere we go- in education, the workplace, government, neighborhoods.

5. On a scale of 1 to 10, with 10 being the highest level of trust, how would you rate your level of trust in the Santa Clara Police Department?





6. What is your perspective on police engagement?

Feels more oppressive than helpful, but that may be because of the known issues across our nation with the police trainings and the way they engage with our community.

7. What is your perspective on police reform?

Necessary. The overall system needs to be reformed and police need to be properly trained and vetted.

8. What systems or policies do you think your Councilmembers should consider revising or changing as the city works towards diversity, equity, and inclusion?

Diversifying leadership and having them be more engaged with the public. More outreach opportunities to hear what the community has to say and allow them to share their experiences. Cupertino needs systems of feedback that allow residents to respond - our council members need to show up at our door and make more of an effort to get to know the silent minorities in our community.

9. What type of Diversity, Equity, and Inclusion outreach activities would you like to see in the community?

Highlighting minority groups and getting involved in schools so that the next generation can be informed.

10. If you would like to learn more about the Task Force on Diversity, Equity and Inclusion, please provide your email address.

[REDACTED]

Thank you for participating!

Thank you for taking the time to provide us feedback.

If you have any additional feedback or questions for the Task Force, email EquityTaskForce@SantaClaraCA.gov (<mailto:EquityTaskForce@SantaClaraCA.gov>) or visit [SantaClaraCA.gov/EquityTaskForce](http://santaclaraca.gov/EquityTaskForce) (<http://santaclaraca.gov/EquityTaskForce>) for more information.

Respondent



64

Anonymous



18:08



Time to complete

1. On a scale of 1 to 10, with 10 being the best, how would you rate the City's current efforts to build an inclusive community?



2. What can the City do for you and the residents to build a more inclusive community?

be more open and communicate better with lesser neighborhoods. Not everyone goes on a website for information and surveys?

3. What experiences and ideas do you have that you want your city leadership/elected officials to know when making decisions?

Be open to opinions, don't hide and then rush or push projects through.

4. What is your perspective on racial inequities?

it really exists in Santa Clara, people of color are treated differently.

5. On a scale of 1 to 10, with 10 being the highest level of trust, how would you rate your level of trust in the Santa Clara Police Department?





6. What is your perspective on police engagement?

They decide on the priority. We had a stranger enter our house and they wouldn't come out???

7. What is your perspective on police reform?

first of all I respect police officers, but it seems like they can be friendlier. I have waved or nodded at officers and just got a stare back. I think we have an overkill in our police presence when you have a kid sitting on the curb with three patrol cars at the scene.

8. What systems or policies do you think your Councilmembers should consider revising or changing as the city works towards diversity, equity, and inclusion?

Good question. I think more exposure and meetings in the neighborhoods they represent.

9. What type of Diversity, Equity, and Inclusion outreach activities would you like to see in the community?

More communication and meet and greets to the people the councilmembers represent.

10. If you would like to learn more about the Task Force on Diversity, Equity and Inclusion, please provide your email address.

[REDACTED]

Thank you for participating!

Thank you for taking the time to provide us feedback.

If you have any additional feedback or questions for the Task Force, email EquityTaskForce@SantaClaraCA.gov (mailto:EquityTaskForce@SantaClaraCA.gov) or visit [SantaClaraCA.gov/EquityTaskForce](http://santaclaraca.gov/EquityTaskForce) (<http://santaclaraca.gov/EquityTaskForce>) for more information.

Respondent



65

Anonymous

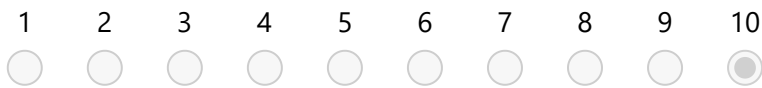


02:23



Time to complete

1. On a scale of 1 to 10, with 10 being the best, how would you rate the City's current efforts to build an inclusive community?



2. What can the City do for you and the residents to build a more inclusive community?

3. What experiences and ideas do you have that you want your city leadership/elected officials to know when making decisions?

4. What is your perspective on racial inequities?

I think racial inequities is not a great issue and we need to focus on other important issues like drought

5. On a scale of 1 to 10, with 10 being the highest level of trust, how would you rate your level of trust in the Santa Clara Police Department?





6. What is your perspective on police engagement?

7. What is your perspective on police reform?

I think more police training is probably needed. But I don't think there is systemic racism in police force. They have always been great to me when I'm brown and asian

8. What systems or policies do you think your Councilmembers should consider revising or changing as the city works towards diversity, equity, and inclusion?

I honestly think Santa Clara is great when it comes to inclusion, so we don't need to do anything more

9. What type of Diversity, Equity, and Inclusion outreach activities would you like to see in the community?

None

10. If you would like to learn more about the Task Force on Diversity, Equity and Inclusion, please provide your email address.

Thank you for participating!

Thank you for taking the time to provide us feedback.

If you have any additional feedback or questions for the Task Force, email EquityTaskForce@SantaClaraCA.gov (mailto:EquityTaskForce@SantaClaraCA.gov) or visit [SantaClaraCA.gov/EquityTaskForce](http://santaclaraca.gov/EquityTaskForce) (<http://santaclaraca.gov/EquityTaskForce>) for more information.

Respondent



66

Anonymous



22:04



Time to complete

1. On a scale of 1 to 10, with 10 being the best, how would you rate the City's current efforts to build an inclusive community?



2. What can the City do for you and the residents to build a more inclusive community?

Stop overly focusing on it. Just treat everyone with respect.

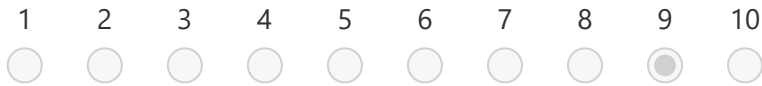
3. What experiences and ideas do you have that you want your city leadership/elected officials to know when making decisions?

None at this time

4. What is your perspective on racial inequities?

Just treat everyone with respect. Strive for color blind society. Don't place people into categories of oppressed and oppressors as it just contributes to problem (tribalism) rather than makes things better.

5. On a scale of 1 to 10, with 10 being the highest level of trust, how would you rate your level of trust in the Santa Clara Police Department?



6. What is your perspective on police engagement?

Generally do a good job. Overly demonized by activists leading to loss in moral when the vast majority do not deserve criticism.

7. What is your perspective on police reform?

Don't cripple police department with misguided reforms that make it more difficult to do job.

8. What systems or policies do you think your Councilmembers should consider revising or changing as the city works towards diversity, equity, and inclusion?

Nothing obvious.

9. What type of Diversity, Equity, and Inclusion outreach activities would you like to see in the community?

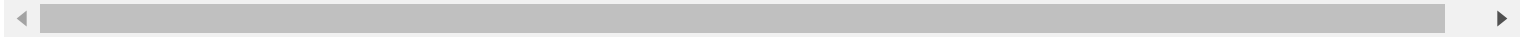
Prefer not waste tax payer dollars on DEI outreach activities.

10. If you would like to learn more about the Task Force on Diversity, Equity and Inclusion, please provide your email address.

Thank you for participating!

Thank you for taking the time to provide us feedback.

If you have any additional feedback or questions for the Task Force, email EquityTaskForce@SantaClaraCA.gov (mailto:EquityTaskForce@SantaClaraCA.gov) or visit [SantaClaraCA.gov/EquityTaskForce](http://santaclaraca.gov/EquityTaskForce) (http://santaclaraca.gov/EquityTaskForce) for more information.



Respondent



67

Anonymous



07:03



Time to complete

1. On a scale of 1 to 10, with 10 being the best, how would you rate the City's current efforts to build an inclusive community?

1	2	3	4	5	6	7	8	9	10
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. What can the City do for you and the residents to build a more inclusive community?

I have no idea what the city is doing along these lines. You might want to report it better

3. What experiences and ideas do you have that you want your city leadership/elected officials to know when making decisions?

Please research and don't just do what has always been done

4. What is your perspective on racial inequities?

I'm still learning about them. I love living here because of all the diversity. My apartment complex is a great microcosm of that

5. On a scale of 1 to 10, with 10 being the highest level of trust, how would you rate your level of trust in the Santa Clara Police Department?

1	2	3	4	5	6	7	8	9	10
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6. What is your perspective on police engagement?

I'm white and have not had the problems with police that I understand others have had. So my privilege taints my experiences

7. What is your perspective on police reform?

Necessary. Maybe Santa Clara is good but we have to look at systemic racism and recognize what the police are capable of and what we should expect from them. I think they need support from other professionals so they can focus on their primary job

8. What systems or policies do you think your Councilmembers should consider revising or changing as the city works towards diversity, equity, and inclusion?

I haven't been able to be active in the community enough to have an educated opinion on this

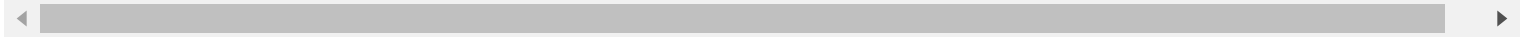
9. What type of Diversity, Equity, and Inclusion outreach activities would you like to see in the community?

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Thank you for participating!

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Respondent



68

Anonymous



24:30



Time to complete

1. On a scale of 1 to 10, with 10 being the best, how would you rate the City's current efforts to build an inclusive community?

1	2	3	4	5	6	7	8	9	10
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. What can the City do for you and the residents to build a more inclusive community?

Take action to include those from historically disadvantaged groups that brings them into the decision making process. For example, make sure our boards and commissions represent Santa Clara. Our institutions also seems designed more to serve home-owners rather than renters. Renters also seem historically disadvantaged and are often not as fully engaged in the political process, at least that's my perception.

3. What experiences and ideas do you have that you want your city leadership/elected officials to know when making decisions?

Identify historic barriers to inclusion. Santa Clara government had a great opportunity with district elections but rather than taking advantage of that opportunity, those in power kept suing and coming up with various arcane options that would have had the affect of maintaining the existing power structure and maintaining barriers to entry into the political process. Making sure Board and Commissions are inclusive is a way of growing potential leaders.

4. What is your perspective on racial inequities?

The all-white council was a really bad look. Not just a bad look, but bad policy. There's no quick fix. Change is always disruptive.

5. On a scale of 1 to 10, with 10 being the highest level of trust, how would you rate your level of trust in the Santa Clara Police Department?

1 2 3 4 5 6 7 8 9 10

☐ ☐ ☐ ☐ ☐ ☒ ☐ ☐ ☐ ☐

6. What is your perspective on police engagement?

Fortunately I haven't had much reason for personal contact with police. The closest I had was that my local police are (or used to be) regulars at the local Peet's coffee that I frequent. It's great to see police out in the community. However that good will evaporated when early in the pandemic I saw these same officers show a complete disregard for mask-wearing and social distancing. Just like our political leaders they should have shown leadership in this area rather than resistance.

7. What is your perspective on police reform?

It's needed everywhere. I don't know of specific issues in Santa Clara, but I'm of the general opinion that we need more trained boots on the ground to deal with mental health calls / issues and with the homeless. I don't think the best response in those areas is necessarily police who aren't trained to deal with those issues.

8. What systems or policies do you think your Councilmembers should consider revising or changing as the city works towards diversity, equity, and inclusion?

Existing government has always been extremely defensive in the area of DEI, always convinced they were right. Of course those in power are always reluctant to give up power. We need active listening not tallying up results from polls. We should be looking at examples of what other cities have done that have been successful (not sure how to measure that). City staff and political leaders need some basic education on the concepts of barriers to entry and how their attitudes and policies can either reinforce or tear down boundaries.

9. What type of Diversity, Equity, and Inclusion outreach activities would you like to see in the community?

Not more feel-good polls.

10. If you would like to learn more about the Task Force on Diversity, Equity and Inclusion, please provide your email address.

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City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

21-1348

Agenda Date: 10/18/2021

REPORT TO TASK FORCE ON DIVERSITY, EQUITY, AND INCLUSION

SUBJECT

Review Email Communications Received

DISCUSSION

The emails received in the Task Force on Diversity, Equity, and Inclusion general inbox since the September 13, 2021 regular meeting through October 15, 2021, at 12:00 p.m. are included with this report as Attachment 1.

Any emails received from October 15, 2021, at 12:00 p.m. through October 18, 2021, at 3:00 p.m. will be provided as post-meeting material.

ENVIRONMENTAL REVIEW

This is an information report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality Act ("CEQA") is required.

FISCAL IMPACT

There is no fiscal impact to the City other than administrative staff time.

PUBLIC CONTACT

Public contact was made by posting the Task Force on Diversity, Equity, and Inclusion meeting agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

Reviewed by: Genevieve Yip, Staff Analyst I

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Communications Received

From: [Dana LoVecchio](#)
To: [Equity Task Force](#)
Subject: Working with United Teachers of Santa Clara's Equity and Human Rights Committee
Date: Monday, September 13, 2021 8:05:00 PM

Hello,

I listened to tonight's meeting and spoke and now I am following up. I heard some talk around a community member not feeling welcome at a local community school and being treated unwell by the office staff. This conversation made me think that we could support you. Our committee would like to find ways on how we can support each other. Would be great to connect at some point and see how we can work together.

Sincerely,
Dana LoVecchio