



# City of Santa Clara

## Meeting Minutes

### Task Force on Diversity, Equity, and Inclusion

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10/29/2020

1:00 PM

Virtual Meeting

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#### CALL TO ORDER AND ROLL CALL

**Present** 3 - Chair Darius Brown, Vice Chair Neil Datar, and Member Andrew Knaack,

**Absent** 1 - Member Dianna Zamora-Marroquin

#### CONSENT CALENDAR

1. [20-1075](#) Task Force on Diversity, Equity, and Inclusion Meeting Minutes of October 15, 2020

**Recommendation:** Approve the Task Force on Diversity, Equity, and Inclusion meeting minutes of October 15, 2020.

**A motion was made by Vice Chair Datar, seconded by Member Knaack, and unanimously carried, that the Task Force approve the meeting minutes of October 15, 2020.**

**Aye:** 3 - Chair Brown, Vice Chair Datar, and Member Knaack

**Absent:** 1 - Member Zamora-Marroquin

2. [20-1076](#) Task Force on Diversity, Equity, and Inclusion Meeting Minutes of October 22, 2020

**Recommendation:** Approve the Task Force on Diversity, Equity, and Inclusion meeting minutes of October 22, 2020.

**A motion was made by Vice Chair Datar, seconded by Member Knaack, and unanimously carried, that the Task Force approve the meeting minutes of October 22, 2020.**

**Aye:** 3 - Chair Brown, Vice Chair Datar, and Member Knaack

**Absent:** 1 - Member Zamora-Marroquin

#### PUBLIC PRESENTATIONS

None.

#### GENERAL BUSINESS

3. Discussion on Frequency of Meetings

**Chair Brown** gave an overview of available meeting options. The Task Force discussed and considered the options. A motion was made by **Vice Chair Datar**, seconded by **Member Knaack**, and unanimously carried, that the Task Force set their regular meeting schedule as the 2<sup>nd</sup> Monday of the month at 7:00 p.m. beginning on **November 9, 2020**.

**Aye:** 3 - Chair Brown, Vice Chair Datar, and Member Knaack

**Absent:** 1 - Member Zamora-Marroquin

4. Update from Community Communicators Subcommittee on Community Organizations

**Vice Chair Datar** went over the substantive changes to the **Community Partners Criteria and Qualities** document based on the Task Force's feedback at the October 22, 2020 meeting. The Task Force provided input on edits to the document. **Markkula Center for Applied Ethics Director of Social Sector Ethics Joan Harrington** commented that the Task Force may consider getting the perspective from outside organizations on the document. A motion was made by **Vice Chair Datar**, seconded by **Member Knaack**, and unanimously carried, that the Task Force refer the item back to the **Community Communicators Subcommittee** to have the updated **Community Partner Criteria and Qualities** document reviewed by two community organizations for feedback and continue the discussion at the next meeting.

**Aye:** 3 - Chair Brown, Vice Chair Datar, and Member Knaack

**Absent:** 1 - Member Zamora-Marroquin

5. Discussion on Renaming Columbus Day and Presentation on OpenGov for Community Outreach

**Staff Analyst Genevieve Yip** gave a presentation on using **OpenGov** for community outreach. The Task Force discussed the aspects and qualities of using the platform. The Task Force also inquired about the status of the Task Force application that was released earlier in the week. **City Manager Deanna J. Santana** commented that staff will provide an update at the next meeting. A motion was made by **Vice Chair Datar**, seconded by **Chair Brown**, and unanimously carried, that the Task Force approve a subcommittee to work with City staff on research for the renaming of Columbus Day, OpenGov questions and methods of engaging the public; and to appoint **Chair Brown** and **Member Knaack** to the subcommittee.

**6. Review Email Communications Received from Community Members**

**The Task Force reviewed communications received from community members. No action was taken by the Task Force.**

**ADJOURNMENT**

**The meeting was adjourned at 1:58 p.m.**