



City of Hutto

Agenda

Diversity and Inclusion Commission
Tuesday, October 19, 2021 at 6:30 PM
City Council Chambers

In accordance with the Texas Open Meetings Act this meeting agenda is posted for public information, continuously, for at least 72 hours prior to the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 500 West Live Oak, Hutto, Texas. This meeting agenda is also accessible via the Internet at huttotx.gov

- 1. CALL SESSION TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**

Any citizen wishing to speak during public comment may do so after completing the required registration form. The purpose of this item is to allow the residents of Hutto and other interested persons an opportunity to address the City Council on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the City Council (i.e., City policy or legislative issues). Non-agenda issues regarding daily operational or administrative matters should be first dealt with at the administrative level by calling City Hall at (512) 759-4839 during business hours. Each person providing public comment will be limited to 3 minutes.

Any citizen wishing to speak during public comment may do so after completing the required registration form. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on October 19, 2021. The email must include name, address, phone #, agenda item and email to be recognized properly. Written comments will be provided to City Council.

(Note: The Texas Open Meetings Act, Texas Government Code, Chapter 551, prohibits the City Council from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. Issues that cannot be referred to the City Staff for action may be placed on the agenda of a future City Council Session.)

- 4. GENERAL COMMENTS FROM CITY STAFF**
- 5. GENERAL COMMENTS FROM CITY COUNCIL REPRESENTATIVES**
- 6. GENERAL COMMENTS FROM COMMISSION MEMBERS**
- 7. OTHER BUSINESS**

- 7.1. Consideration and possible action on approval of the August 17, 2021 D&I Commission meeting minutes.
- 7.2. Consideration and possible action on approval of the September 27, 2021 D&I Commission meeting minutes.
- 7.3. Discussion regarding National Night Out.
- 7.4. Discussion and possible action regarding the goals of the D&I subcommittees.
- 7.5. Discussion and possible action regarding the budget given to the Diversity and Inclusion Commission by the City Council. Discussion will include matters pertaining to

the D&I banner, t-shirt project, potential training initiatives and the Treats on East event in downtown Hutto.

7.6. Consideration and possible action regarding the free training resources.

7.7. Discussion and possible action on City Assessment.

8. ADJOURNMENT

9. CERTIFICATION

I certify that this notice of the Hutto Diversity and Inclusion Commission meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on 10/15/21 at 2:10 P.M.



Gracie Perez

The City of Hutto is committed to comply with the Americans Disability Act. The Hutto City Council Chamber is wheelchair accessible. Request for reasonable special accommodations must be made 48 hours prior to the meeting. Please email the City Secretary's office at City.Secretary@huttox.gov or call (512) 759-4033 for assistance.

AGENDA ITEM REPORT



To: Diversity and Inclusion Commission
Subject: Consideration and possible action on approval of the August 17, 2021 D&I Commission meeting minutes.
Meeting: Tuesday, October 19, 2021
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. DI Meeting 8-17-21 Minutes



City of Hutto

MINUTES

**Diversity and Inclusion Commission
Tuesday, August 17, 2021 at 6:30 PM
City Council Chambers**

In accordance with the Texas Open Meetings Act this meeting agenda is posted for public information, continuously, for at least 72 hours prior to the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 500 West Live Oak, Hutto, Texas. This meeting agenda is also accessible via the Internet at huttotx.gov

- 1. CALL SESSION TO ORDER - 6:31 PM**
- 2. ROLL CALL**

Those in attendance were: Commissioner Thompson, Commissioner Gonzales, Commissioner Spoons, Commissioner Henry, Commissioner Prieto, Commissioner Lopez.

Commissioner Rodriguez* Via Zoom.

- 3. PUBLIC COMMENT**

- Onnesha Williams

- 4. GENERAL COMMENTS FROM CITY STAFF**
- 5. GENERAL COMMENTS FROM CITY COUNCIL REPRESENTATIVES**
- Councilmember Kinsey was present and briefly spoke.
- 6. GENERAL COMMENTS FROM COMMISSION MEMBERS**
- 7. CONSENT AGENDA**

- 7.1. Consideration and possible action on approval of the July 7, 2021 D&I Commission meeting minutes.
- 7.2. Consideration and possible action on approval of the July 12, 2021 D&I Commission meeting minutes.
- 7.3. Consideration and possible action on approval of the July 20, 2021 D&I Commission meeting minutes.

Commissioner Thompson made a motion to approve Items 7.1, 7.2, and 7.3. Commissioner Gonzales seconded the motion. The motion passed unanimously. (6:0)

8. OTHER BUSINESS

8.1. Introduction of new members to the Diversity and Inclusion Commission.

Commissioner Lopez and Commissioner Prieto introduced themselves.

8.2. Discussion regarding sub-committee expectations.

Discussion ensued.

Calendar & Events Subcommittee

Training & Assessments Subcommittee

8.3. Discussion regarding an additional monthly meeting with the agenda items of sub-committee inventor and calendar review.

Discussion ensued.

8.4. Discussion and possible action on the Open to All Campaign.

Discussion ensued. Commissioner Thompson presented an example of Open to All Campaign on Facebook.

8.5. Discussion on the Ambassador programs.

Acceptance of ambassador program will be considered at the September 21, 2021 Diversity and Inclusion Commission meeting.

8.6. Discussion on a community mixer to promote the Commission's purpose and goals moving forward.

Discussion ensued. A special called D&I meeting will be held on September 14, 2021 at 6:30 PM to discuss subcommittee input.

9. ADJOURNMENT 8:29 PM

ATTEST:

Brian Thompson, Chair

Holly Nagy, City Secretary

AGENDA ITEM REPORT



To: Diversity and Inclusion Commission
Subject: Consideration and possible action on approval of the September 27, 2021 D&I Commission meeting minutes.
Meeting: Tuesday, October 19, 2021
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. 09-27-21 DI Minutes final



City of Hutto

MINUTES

**Diversity and Inclusion Commission
Monday, September 27, 2021 at 6:30PM
City Council Chambers**

In accordance with the Texas Open Meetings Act this meeting agenda is posted for public information, continuously, for at least 72 hours prior to the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 500 West Live Oak, Hutto, Texas. This meeting agenda is also accessible via the Internet at huttotx.gov

1. CALL SESSION TO ORDER- 6:32 PM

2. ROLL CALL

Commissioners present: Commissioner Spoons, Commissioner Thompson, Commissioner Gonzales, Commissioner Prieto

3. PUBLIC COMMENT - None

4. GENERAL COMMENTS FROM CITY STAFF - None

5. GENERAL COMMENTS FROM CITY COUNCIL REPRESENTATIVES – Councilmember Krystal Kinsey has been in contact with Ms. Wilson to inquire on the D&I training. Attendees can sign up through the City of Austin Equity Office.

6. GENERAL COMMENTS FROM COMMISSION MEMBERS

Commissioner Thompson:

Councilmember Lopez has resigned. Commissioner Thompson wanted to publicly thank all of the previous commissioners for their willingness to serve on the commission. He wanted to thank each of them for their contributions. Specifically, Commissioner(s) Wilson, Henry, Williams and Lopez.

7. OTHER BUSINESS

- 7.1. Consideration and possible action on approval of the August 17, 2021 D&I Commission meeting minutes.

Commissioner Thompson made a motion to approve the minutes from the August 17, 2021 meeting. The motion was seconded by Commissioner Spoons.

- 7.2. Consideration and possible action on establishing the Ambassador Program.(Commissioner Rodriguez)

Commissioner Thompson made a motion to table the item for a later date due to Commissioner Rodriguez' resignation. Commissioner Spoons seconded the motion. The motion passed unanimously. (4:0)

- 7.3. Discussion and possible action on goals and objectives of the Diversity and Inclusion Commission.

Discussion ensued regarding the development of timelines and subcommittees relating to commission goals and objectives. Commissioner Thompson made a motion to adopt calendar and events, training and assessments as the objectives for the Diversity and Inclusion Commission with the understanding that it will be discussed in the next meeting

along with goals for the commission. Commissioner Spoons seconded the motion. The motion passed unanimously. (4:0)

The following subcommittees were identified as; Calendar and events Subcommittee consisting of Commissioner Prieto, Commissioner Gonzales and Commissioner Spoons. The Training Subcommittee will consist of Commissioner Gonzales, Commissioner Thompson and Commissioner Spoons. The Assessments Subcommittee will consist of Commissioner Prieto and Commissioner Thompson.

Commissioner Thompson will draft up these objectives and goals and send them to the City Secretary's Office so that they can be sent to all commissioners for presentation to the City Council.

7.4. Discussion and possible action on D&I Training program.

Commissioner Thompson presented a list of courses offered through the Indeed website. A discussion ensued. Commissioner Thompson stated that this would be an immediate training opportunity while the funding for a more formal training is arranged. The courses can also be helpful for training ambassadors. Commissioner Gonzales recommended that the list of courses be reviewed first, as it may be necessary to take the courses in a different order. Commissioner Thompson stated that he will map out the courses, providing descriptions of the courses and provide it to the City Secretary's Office for dissemination. No action taken.

7.5. Discussion and possible action on City Assessment review.

Chairman Thompson provided a copy of a survey that is available in English and Spanish. The referenced survey was used in another city. There was a discussion on how to create a similar survey and the manner in which it can be supplied it to the citizens of Hutto.

7.6. Planning and discussion on National Night Out.

A discussion regarding event planning ensued.

7.7. Planning and discussion on Trick or Treat with Downtown Hutto Businesses.

A discussion regarding event planning ensued. The commission will need to purchase candy to hand out to the trick-or-treaters. A request to add to the item to the city council agenda, requesting the funds was made.

8. ADJOURNMENT – 8:18 PM

ATTEST:

Brian Thompson, Chair

Gracie Perez, Asst. City Secretary

AGENDA ITEM REPORT



To: Diversity and Inclusion Commission
Subject: Discussion regarding National Night Out.
Meeting: Tuesday, October 19, 2021
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT



To: Diversity and Inclusion Commission
Subject: Discussion and possible action regarding the goals of the D&I subcommittees.
Meeting: Tuesday, October 19, 2021
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT



To: Diversity and Inclusion Commission
Subject: Discussion and possible action regarding the budget given to the Diversity and Inclusion Commission by the City Council. Discussion will include matters pertaining to the D&I banner, t-shirt project, potential training initiatives and the Treats on East event in downtown Hutto.
Meeting: Tuesday, October 19, 2021
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT



To: Diversity and Inclusion Commission
Subject: Consideration and possible action regarding the free training resources.
Meeting: Tuesday, October 19, 2021
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Learning about Diversity and Inclusion

Title	Gender and Sexuality: Diversity and Inclusion in the Workplace
End Result	Shareable Certificate/ Flexible deadlines
Time Spent	Approx. 16 hours to complete
Lesson	Week 1 - Changing Landscapes, Identities, and Discourse
Time	3 hours/ 5 videos, 6 readings, 1 quiz
Lesson	Week 2 - The History of Gender and Gender in Theory
Time	5 hours/ 4 videos, 7 readings, 2 quizzes
Lesson	Week 3 - The History of Sexuality and Sexuality in Theory
Time	5 hours/ 5 videos, 7 readings, 1 quiz
Lesson	Week 4 - Trans Tropics Today and Trans in Theory
Time	6 videos, 6 readings, 1 quiz
Lesson	
Time	
Lesson	
Time	
Lesson	
Time	

**What does it mean to Identify as Transgender or Gender
Non-Conforming (TGNC)**

Shareable Certificate/ Flexible deadlines

Approx. 27 hours to complete

Week 1 - Welcome

14 min./ 1 video, 1 reading

Week 2 - Introduction to Gender Identity

4 hours/ 11 videos, 18 readings, 3 quizzes

Week 3 - Digital Stories

3 hours/ 14 videos/ 3 readings

Week 4 - Understanding the Process of Gender Affirmation

2 hours/ 8 videos, 10 readings, 1 quiz

Week 5 - History and Culture

3 hours/ 7 videos, 13 readings, 1 quiz

Week 6 - Society and Public Policy in the United States

10 hours/ 21 videos, 29 readings, 7 quizzes

Week 7 - Creating Inclusive Spaces

13 videos, 9 readings, 4 quizzes

AGENDA ITEM REPORT



To: Diversity and Inclusion Commission
Subject: Discussion and possible action on City Assessment.
Meeting: Tuesday, October 19, 2021
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None