



City of Hutto

Agenda

Diversity and Inclusion Commission Thursday, March 10, 2022 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

- 2.1. Brian Thompson, Chairman
Anna Gonzales, Commissioner
Kandice Walker, Commissioner
Marlise Prieto, Commissioner
Tara Spoons, Commissioner
Gina Chen, Commissioner

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 Diversity and Inclusion Commission on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the Diversity and Inclusion Commission. 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 March 10, 2022. The email must include name, address, phone # and email to be recognized properly.

(Note: The Texas Open Meetings Act, Texas Government Code, Chapter 551, prohibits the Diversity and Inclusion Commission 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 Diversity and Inclusion Commission Meeting.)

4. GENERAL COMMENTS FROM CITY STAFF

5. GENERAL COMMENTS FROM CITY COUNCIL REPRESENTATIVES

6. GENERAL COMMENTS FROM COMMISSION MEMBERS

7. CONSENT AGENDA ITEMS

- 7.1. Consideration and possible action on approval of January 25, 2022, D&I Commission meeting minutes.

- 7.2. Consideration and possible action on approval of February 15, 2022, D&I Commission meeting minutes.

8. SUBCOMMITTEE GOALS AND PROGRESS

- 8.1. Discussion and possible action related to the Calendar and Events Subcommittee.

- 8.1. Upcoming Calendar of Events

- 8.2. Discussion and possible action related to the Training Subcommittee.

- 8.2. "Diversity and inclusion in the workplace"

What did you learn that you did not know before?

To you, what was the most important point?

What is something from the training provided that you can incorporate into your personal/ professional life?

- 8.2. Next training course.

- 8.3. Discussion and possible action related to the Assessment Subcommittee.

- 8.3. City-Wide Survey

9. PROCLAMATIONS

- 9.1. Discussion and possible action regarding the adopted Black History Month proclamation at the City Council Meeting of February 17, 2022, as provided by the Diversity and Inclusion Commission.

- 9.2. Discussion and possible action regarding the proposed Women's History Month proclamation.

10. OTHER BUSINESS

- 10.1. Discussion and possible action regarding the participation of the D&I in the upcoming City of Hutto events.

- 10.1. Downtown Roundtable Event at the Texan Cafe 3/24/22 from 9:30 AM - 10:30 AM

- 10.1. Easter Egg Hunt 4/15/22-4/17/22

- 10.1. Sunset Event - 5/27/22 at Fritz Park

- 10.2. Discussion and possible action on approving the mock image of the Diversity and Inclusion Banner.

11. 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 3/7/22 at 5:00 P.M.

12. ADJOURNMENT



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.



City of Hutto

Minutes

Diversity and Inclusion Commission Tuesday, January 25, 2022 at 6:30 PM CR EXECUTIVE CONFERENCE ROOM

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

Brian Thompson, Chairman
Marlise Prieto, Commissioner
Anna Gonzales, Commissioner
Kandice Walker, Commissioner
Tara Spoons, Commissioner
Gina Chen, Commissioner

3. PUBLIC COMMENT - None

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 January 25, 2022. 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

Kristi Robich, Community Outreach Program Manager/Staff Liaison – Provided an update on the Library policy and provided a copy of the policy to the D&I Commission. The policy was recently updated and adopted by the Library Advisory Board. The policy includes updated information and policies in response to the recent book challenges.

5. GENERAL COMMENTS FROM CITY COUNCIL REPRESENTATIVES

Krystal Kinsey – Provided an update on the training funds. They were able to locate the line item to supply \$1000.00 in funds for the purpose of Training. She encouraged the D&I Commission to add an item to a future agenda to discuss Training possibilities.

6. GENERAL COMMENTS FROM COMMISSION MEMBERS

Brian Thompson –Thanked the Commissioners for their flexibility to meet on this date due to the Christmas holiday and the rescheduled January meeting.

Gina Chen – introduced herself. She is the newest Commissioner. All other Commissioners introduced themselves to Commissioner Chen.

7. CONSENT AGENDA – None

8. OTHER BUSINESS

- 8.1. Discussion and possible action regarding subcommittee goals and progress.

A discussion of each subcommittee ensued.

- 8.2. Assignment of new commission members to subcommittees.

Discussed the formation of each subcommittee -

Subcommittees:

Calendar and Events – Commissioner Gonzales, Commissioner Spoons

Training - Commissioner Thompson, Commissioner Prieto, Commissioner Walker

Assessments – Commissioner Thompson, Commissioner Gonzales and

Commissioner Chen

- 8.3. Calendar and Events Subcommittee lead discussion regarding a potential D&I Calendar.

Updates were provided a discussion ensued. Kristi Robich provided upcoming events and dates:

Hippo Day 2/15 4:00P-6:00P, Quarterly Downtown Roundtable (open to business and property owners) at the Texan 3/24 from 9:30A-10:30A, Commissioner Spoons added that March is celebrating Women's History Month, Kristi also mentioned the upcoming Easter Egg Hunt 4/15-4/17, and the Sunset Event at Fritz Park 5/27.

A discussion ensued.

- 8.3. Discussion and possible action regarding the creation of Information Boards and their estimated cost.

Commissioner Gonzales provided an update.

- 8.4. Training Subcommittee led discussion regarding the "Unconscious Bias" training course.

A discussion regarding the training ensued. Commissioners provided their responses to the questions below:

- 8.4. Questions to answer: What did you learn that you did not know before?

A discussion ensued relative to the "Unconscious Bias" training course.

- 8.4. To you, what was the most important point?

A discussion ensued relative to the "Unconscious Bias" training course.

- 8.4. What is something from the training provided that you can incorporate into your personal/ professional life?

A discussion ensued relative to the "Unconscious Bias" training course.

- 8.5. Discussion and possible action regarding our next training session to take place in February.
A motion was made by Commissioner Gonzales for the D&I Commission's next training course to be "Diversity for Dummies". Commissioner Walker seconded the motion. The motion passed 6:0
Ayes - Gonzales, Spoons, Walker, Thompson, Prieto and Chen
Nays - None
Absent - None
Abstain - None
- 8.6. Assessment Subcommittee lead discussion regarding an update on the third-party vendor and potential survey creation.
A discussion regarding the survey ensued.
- 8.7. Discussion and possible action regarding the creation of a proclamation for the upcoming Black History Month
A motion was made by Commissioner Thompson for the D&I Commission to create and present a proclamation for Black History Month. Commissioner Spoons seconded the motion. The motion passed 6:0
Commissioner Chen will draft the proclamation and send to Gracie Perez, Asst. City Secretary for dissemination.
Ayes - Spoons, Thompson, Walker, Prieto, Chen and Gonzales.
Nays - None
Absent - None
Abstain - None
- 8.8. Discussion and possible action regarding the creation of a Diversity and Inclusion Website Subcommittee
A discussion regarding the creation of a Diversity and Inclusion Website subcommittee ensued.
Allison Strupeck was present and advised that all Board and Commission webpages are in a standard format. She suggested that if the Commission is interested in updating it, they can submit their suggestions to Communications and explore further options.
Councilmember Kinsey added that it would also need to be presented to City Council for approval (due to content changes to the city website).
A motion was made by Commissioner Thompson to create a Diversity and Inclusion Website Committee. Commissioner Walker seconded the motion. The motion passed 6:0
Ayes - Gonzales, Chen, Thompson, Walker, Spoons and Prieto.
Nays - None
Absent - None
Abstain - None

- 8.9. Discussion and possible action regarding the creation of an Online City of Hutto Diversity and Inclusion Library.

A motion was made by Commissioner Thompson to create an Online City of Hutto Diversity and Inclusion Library. Commissioner Gonzales seconded the motion. The motion passed 6:0

Ayes - Gonzales, Spoons, Walker, Thompson, Prieto and Chen

Nays - None

Absent - None

Abstain – None

- 8.10. Discussion and possible action regarding rescheduling our February Diversity and Inclusion Commission meeting to attend the Hippo Day Event (National Hippo Day is on February 15th)

A motion was made by Commissioner Thompson to move the February meeting to 2/7/22. Commissioner Chen seconded the motion. The motion passed 6:0

Ayes – Gonzales, Spoons, Walker, Thompsons, Prieto and Chen.

Nays - None

Absent - None

Abstain - None

- 8.11. Discussion and possible action regarding having a booth for Hippo Day Event on February 15th

Kristi Robich provided information regarding the event.

A motion was made by Commissioner Spoons to have a booth at the Hippo Day Event. Commissioner Prieto seconded the motion. The motion passed 6:0

Ayes – Spoons, Thompson, Walker, Prieto, Chen and Gonzales

Nays - None

Absent - None

Abstain - None

9. **ADJOURNED – 8:40 PM**

ATTEST:

Brian Thompson, Chair

Gracie Perez, Asst. City Secretary



City of Hutto

Minutes

Diversity and Inclusion Commission Tuesday, February 15, 2022 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 – 6:35 PM

2. ROLL CALL

Brian Thompson, Chairman
Marlise Prieto, Commissioner
Anna Gonzales, Commissioner
Kandice Walker, Commissioner
Tara Spoons, Commissioner
Gina Chen, Commissioner

3. PUBLIC COMMENT – None

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 Diversity and Inclusion Commission on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the Diversity and Inclusion Commission. 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 March 10, 2022. The email must include name, address, phone # and email to be recognized properly.

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4. GENERAL COMMENTS FROM CITY STAFF –

Gracie Perez, Asst. City Secretary - The next regularly scheduled meeting is during spring break week. An email will be sent out to each member to determine availability and alternate meeting dates will be provided. The majority vote will determine the next meeting date and an email will be sent to each commissioner notifying them of the next meeting date. Also, a friendly reminder was shared with the Commission to refrain from “replying to all” when an email is sent. The intent of the reminder is to avoid a violation of the Open Meetings Act.

Kristi Robich, Community Outreach Program Manager/Staff Liaison – World Hippo Day was today, February 15th from 4PM – 6PM. There were about three hundred community members in attendance and representatives from the Library present.

5. GENERAL COMMENTS FROM CITY COUNCIL REPRESENTATIVES - None

6. CONSENT AGENDA

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

A motion was made by Commissioner Thompson to approve the minutes as presented, Commissioner Gonzales seconded the motion. The motion passed 5/1 abstained.

Ayes – Walker, Thompson, Gonzales, Spoons and Prieto

Nays - None

Absent – None

Abstain - Chen

7. GENERAL COMMENTS FROM COMMISSION MEMBERS - None

8. OTHER BUSINESS

- 8.1. Discussion and possible action regarding subcommittee goals and progress.

A discussion ensued regarding the progress of each subcommittee, including the Training subcommittee, Calendar, and Events subcommittee, and the Assessments subcommittee.

- 8.2. Discussion and possible action regarding the proclamation for Black History Month.

A motion was made by Commissioner Thompson to approve item 8.2. as presented, Commissioner Spoons seconded the motion. The motion passed 6:0.

Ayes –Spoons, Thompson, Walker, Prieto, Chen and Gonzales

Nays - None

Absent – None

Abstain - None

- 8.3. Discussion and possible action regarding the Diversity and Inclusion City of Hutto assessment.

- 8.4. Training Subcommittee led discussion regarding the "Diversity for Dummies" training course.

A motion was made by Commissioner Thompson for the next training course to be Diversity and Inclusion in the Workplace. Commissioner Prieto seconded the motion. The motion passed 6:0

Ayes – Gonzales, Chen, Thompson, Walker, Spoons and Prieto

Nays - None

Absent – None

Abstain - None

8.5. Discussion and possible action regarding the Diversity and Inclusion Website Subcommittee

A motion was made by Commissioner Walker to follow up with the Communications Task Force to move forward with creating a Diversity and Inclusion website subcommittee. Commissioner Prieto seconded the motion. The motion passed 6:0

Ayes – Walker, Thompson, Chen, Gonzales, Spoons and Prieto

Nays - None

Absent – None

Abstain - None

8.6. Discussion and possible action regarding the Online City of Hutto Diversity and Inclusion Library.

A motion was made by Commissioner Thompson for the D&I Commission to follow up with Colleen at the City of Hutto Library and proceed with ideas for the creation of the Online City of Hutto Diversity and Inclusion Library. Commissioner Prieto seconded the motion. The motion passed 6:0

Ayes – Gonzales, Spoons, Walker, Thompson, Prieto and Chen

Nays - None

Absent – None

Abstain - None

9. ADJOURNMENT – 7:53 PM

ATTEST:

Brian Thompson, Chair

Gracie Perez, Asst. City Secretary

AGENDA ITEM REPORT

8.1.



To: Diversity and Inclusion Commission
Subject: Discussion and possible action related to the Calendar and Events Subcommittee.
Meeting: Thursday, March 10, 2022
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

8.1.



To: Diversity and Inclusion Commission
Subject: Upcoming Calendar of Events
Meeting: Thursday, March 10, 2022
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

8.2.



To: Diversity and Inclusion Commission
Subject: Discussion and possible action related to the Training Subcommittee.
Meeting: Thursday, March 10, 2022
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

8.2.



To: Diversity and Inclusion Commission
Subject: "Diversity and inclusion in the workplace"

What did you learn that you did not know before?
To you, what was the most important point?
What is something from the training provided that you can incorporate into your personal/ professional life?

Meeting: Thursday, March 10, 2022
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

8.2.



To: Diversity and Inclusion Commission
Subject: Next training course.
Meeting: Thursday, March 10, 2022
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

8.3.



To: Diversity and Inclusion Commission
Subject: Discussion and possible action related to the Assessment Subcommittee.
Meeting: Thursday, March 10, 2022
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

8.3.



To: Diversity and Inclusion Commission
Subject: City-Wide Survey
Meeting: Thursday, March 10, 2022
Department: City Secretary
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

WHEREAS, American women from all races, classes, and ethnicities have made historic contributions to the economic, cultural, spiritual, and political life that strengthen our nation, often in the face of discrimination and hardship; and

WHEREAS, courageous women have marched for and won the right to vote, campaigned against injustice, and shattered barriers, expanding opportunities for all people; and

WHEREAS, American women have played and continue to play critical economic, cultural, and social roles in every sphere of the life of our nation by constituting a significant portion of the labor force working inside and outside of the home;

WHEREAS, the first presidential proclamation of Women's History Week was declared in the United States in 1980 and authorized by the U.S. Congress a year later; and

WHEREAS, in 1987, this week was expanded to Women's History Month to celebrate the contributions of women from all races, classes, and ethnicities; and

WHEREAS, far too often, the heroic efforts of women have been overlooked or undervalued and their stories have gone untold, particularly among the millions of women from diverse communities who have strengthened America across every generation.

WHEREAS, the City of Hutto is strengthened and enriched by the contributions of the women in this community; and

WHEREAS, the City of Hutto rejects any discrimination through its values, policies, and practices; and

WHEREAS, the City of Hutto has made diversity, equity, and inclusion of all groups a priority and supports the continued work of the City's Diversity and Inclusion Commission to raise awareness and promote a community that embraces all of its citizens;

NOW, THEREFORE, I, Mike Snyder, Mayor of the City of Hutto, do hereby proclaim March 2022, as "Women's History Month" in the City of Hutto. The City makes this proclamation to celebrate women and to affirm the City's commitment to protect and serve everyone who resides in, works in, or visits the City of Hutto without discrimination and its belief in the dignity, equality, and rights of all people.