



City of Hutto

Agenda

Diversity and Inclusion Commission Tuesday, January 31, 2023 at 6:30 PM 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 January 31, 2023. 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. CONSENT AGENDA ITEMS

7.1. Approval of December 6, 2022 meeting minutes

8. Training Subcommittee (Commissioners Chen, Thompson)

8.1. Discussion, possible action, and completion of working session on a Strategic Plan (Part 2)

9. Website Subcommittee (Commissioners Walker, Spoons, Chen)

9.1. Discussion and possible action on the website migration from content on the current City of Hutto landing page to include content from landing page created by Commissioner Walker

10. Calendar and Events Subcommittee (Commissioners Spoons, Gonzales)

10.1. Update on December 10th Downtown Christmas fair (Learnings, Ideas, etc.)

10.2. Discussion and possible action on Q1 priorities and activities, getting with Allison on capabilities and divvying up responsibilities

11. OTHER BUSINESS

11.1. Possible agenda items for discussion and possible action during next month's Diversity and Inclusion meeting

12. ADJOURNMENT

13. CERTIFICATION

I certify that this notice of the January 31, 2023 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 January 27, 2023 at 5:00 P.M.



Angel Kavanaugh

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

7.1.



To: Diversity and Inclusion Commission
Subject: Approval of December 6, 2022 meeting minutes
Meeting: Tuesday, January 31, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. DI_12.6.22_Minutes



City of Hutto

Agenda

Diversity and Inclusion Commission Tuesday, December 6, 2022 at 6:30 PM 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 6:32 p.m., stopped at 6:33 p.m. to relocate, reconvened 6:40 p.m.

2. ROLL CALL

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

Staff-members present: Kristi Barnes, Asst. Chief Dwain Jones, Chief Jeff Yarbrough

3. PUBLIC COMMENT

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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 December 6, 2022. The email must include name, address, phone #, agenda item and email to be recognized properly. Written comments will be provided to City Council.

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4. GENERAL COMMENTS FROM CITY STAFF- Kristi Barnes updated the commission on MLK, Jr proclamation being moved from the December 15 city council agenda due to appropriate timing.

5. GENERAL COMMENTS FROM COMMISSION MEMBERS-Thompson-Thank you to commissioners for taking time during holiday season to attend meetings

6. CONSENT AGENDA ITEMS

6.1. Approval of November 15 meeting minutes-

- Motion by Commissioner Chen, Seconded by Commissioner Spoons,
 - Motion passes 5-0

7. **CALENDAR AND EVENTS SUBCOMMITTEE (Commissioners Spoons, Gonzales)**

7.1. Discussion and possible action on December 10th Downtown Christmas fair guidelines

- Commissioner Gina Chen: 10a-12p
- Commissioner Brian Thompson: 12p-2p
- Commissioner Kandice Walker: 2p-4p

7.2. Discussion and possible action on brainstorming Q1 priorities/ activities-

- Discussion ensued. Commissioner Gonzales discussed having communications staff do a Facebook live video-committee will follow-up with PIO. Commissioner Chen suggested to just air the speech.

8. WEBSITE COMMITTEE (Commissioners Walker, Spoons, Chen)

8.1. Discussion and possible action on City Manager comments regarding the City of Hutto's commission page for D & I

- Discussion ensued. Commissioner Thompson gave update on meeting with Mr. Earp. Updating the City of Hutto website to reflect the commission's vision and goals.
- Committee will coordinate with staff on content

9. ASSESSMENT SUBCOMMITTEE (Commissioners Thompson, Chen)

9.1. Discussion and possible action on the 2022 City of Hutto City Services and Culture Survey, along with potential next steps. –

- Commissioner Thompson motioned to move up (before item 7), Seconded by Commissioner Gonzales.
 - Motion passes 5-0
- Esther Campbell from ETC Institute presented D&I portion of community-wide survey
- No Action taken

10. TRAINING SUBCOMMITTEE (Commissioners Thompson, Spoons, Walker)

10.1. Commissioner lead working session on a Strategic Plan.

- Discussion ensued, displayed process to do work at the next meeting in January

11. OTHER BUSINESS

11.1 Discussion and possible action on approving the Martin Luther King Jr. City-wide proclamation

- Motion by Commissioner Walker, Seconded by Commissioner Spoons
- Motion passes 5-0

11.2 Discussion with Police Chief Yarbrough on ways to partner with and support the Hutto Police Department in the community-Motion to move up to after 9.1 (Thompson, second by Gonzales) Motion passes 5-0

- Discussion ensued in creating unity within the community
- Opportunities to support and uplift each other-Community Safe Project (HPD)
- Adding Community Outreach/Resource Officers
- Offered Citizens Police Academy and ride-alongs to commissioners
- Commissioner Thompson mentioned a collaborative quarterly event with HPD

11.3 Possible agenda items for discussion and possible action during next month's Diversity and Inclusion meeting

- Strategic Plan
- Meet w/ PIO

- Website Subcommittee migration

12 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 December 1, 2022 at 5:00 P.M.

13 ADJOURNMENT: 8:55 p.m.



Angela Lewis

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 Angela.Lewis@huttox.gov or call (512) 759-4033 for assistance.

AGENDA ITEM REPORT

8.1.



To: Diversity and Inclusion Commission
Subject: Discussion, possible action, and completion of working session on a Strategic Plan (Part 2)
Meeting: Tuesday, January 31, 2023
Department: Communications
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

9.1.



To: Diversity and Inclusion Commission
Subject: Discussion and possible action on the website migration from content on the current City of Hutto landing page to include content from landing page created by Commissioner Walker
Meeting: Tuesday, January 31, 2023
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Staff Contact:

BACKGROUND INFORMATION:

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POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

10.1.



To: Diversity and Inclusion Commission
Subject: Update on December 10th Downtown Christmas fair (Learnings, Ideas, etc.)
Meeting: Tuesday, January 31, 2023
Department: Communications
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

10.2.



To: Diversity and Inclusion Commission
Subject: Discussion and possible action on Q1 priorities and activities, getting with Allison on capabilities and divvying up responsibilities
Meeting: Tuesday, January 31, 2023
Department: Communications
Staff Contact:

BACKGROUND INFORMATION:

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None

AGENDA ITEM REPORT

11.1.



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