



**MINUTES
KEIZER CITY COUNCIL
WORK SESSION
Monday, October 11, 2021
Keizer, Oregon**

**CALL TO
ORDER**

Mayor Clark called the work session to order at 6:00 pm. Attendance was taken as follows:

Present:

Cathy Clark, Mayor
Laura Reid, Councilor
Elizabeth Smith, Councilor
Dan Kohler, Councilor (6:33)
Roland Herrera, Councilor
Ross Day, Councilor

Absent:

Kyle Juran, Councilor

Staff Present:

Wes Hare, Interim City Manager
Shannon Johnson, City Attorney
Tim Wood, Finance Director
Tracy Davis, City Recorder

DISCUSSION

**a. Community
Diversity
Engagement
Committee**

Mayor Clark urged everyone to focus on the purpose and deliverables for this committee and reminded them that it would be an advisory committee to the Council like all the other City committees and part of its purpose would be to create opportunities for broader community conversations and celebrations that would help expand understanding.

Members of the Community Diversity Engagement Work Group shared their thoughts as follows:

Councilor Reid explained that the committee should include a variety of perspectives from a wide range of populations in order to make the best policy decisions. Councilor Herrera added that the committee should include diverse people from the community who have been underrepresented and asked Council to reconsider using the Volunteer Coordinating Committee process for this committee. Councilor Smith pointed out that this is the first step in a process that would likely evolve as community needs and desires are identified, the committee would likely work with other committees, organizations and schools, and it should periodically report to Council. She suggested that a dedicated email address be set up so that citizens could send ideas directly to committee members and voiced support for Councilor Herrera's suggestion that the City hire an outside consultant to assist with this overall effort.

Discussion followed regarding Council goals, working with other committees, sharing data with the community, inclusive actions, the importance of recommendations for specific actions, listening and understanding, identification of underrepresented communities in Keizer, development of a

community engagement plan, ensuring that everyone in the community feels welcome, the need to be open and understanding with everyone and to work together, the community benefit of diverse participation, progress reports, and the name and membership of the committee.

Mayor Clark then reviewed deliverables

- Collaboration with Council, City/outside committees and organizations and emergency preparedness organizations
- Data to better understand services provided and community participation (to be used in reporting progress)
- Opportunities for celebrations
- Identification of leaders of underrepresented/underserved communities

Mayor Clark asked staff to put together a draft for Council review at the November 1 Council meeting, noted that the resolution should include that Council would meet with the committee six months after the first committee meeting and again after one year to consider any needed adjustments.

City Attorney Shannon Johnson verified that the committee would be called “Community Engagement Committee”. Councilor Herrera urged that the word ‘Diversity’ be included in the Committee title. Mayor Clark suggested that this could be considered at the six-month review.

Following discussion Council agreed that the youth member should be a voting member and be under 19 at the time of appointment. Councilor Herrera reiterated his request that appointment of members for this committee be done by Council members rather than by the Volunteer Coordinating Committee.

ADJOURN

Mayor Clark adjourned the work session at 7:30 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder
COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Ross Day

Councilor #5 – Elizabeth Smith

~ Absent ~

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: 11-01-21