

**City of Hyattsville, Race & Equity Task Force Meeting
December 27, 2022
Meeting Minutes**

PRESENT

Task Force Members:

- Co-Chair Jennifer Gafford (JG)
- Record Keeper Vice Secretary Jocelyn Medallo (JM)
- Member Rodrigo Blanco (RB)

Staff:

- Race & Equity Officer Shakira Louimarre (SL)

Community Member:

- Chuck Perry

7:06 Roll Call by Co-Chair Gafford

7:07 Approve Minutes from October Meeting – Co-Chair Gafford

- RB moves to approve; JM seconds

7:08 – 7:10 Committee Stipend Program Review and Discussion – Liaison Louimarre

- The goal of stipend program is to increase committee participation and input, and decrease barriers to access for diversity of voices for membership.
- This is a pilot program. For each meeting, Committee member are provided a stipend of \$40, not to exceed \$600 for the calendar year. Everyone should enroll and either opt-in or opt-out.

7:10 – 7:22 Equity Officer Updates - Liaison Louimarre

- City efforts for more inclusive holiday decorations and celebrations around the City, which include: various banners are being displayed to have a more robust and diverse celebration. Menorah and Christmas tree in Hyattsville Park.
- Appointment and re-appointment of Chairs should occur in the January 2023 meeting. Chairs and Record Keepers are appointed once per calendar year. Both the Co-Chairs and Record Keeper have been in the position for less than a year. If you would all like to continue, next meeting would be the meeting for appointment.
- In addition, completion of an annual report to Council should be included to the January 2023 meeting. The intent of report is to share activities and focus areas for the past year with Council. We can have a separate working session about the focus areas for next meeting – one paragraph.
- Also, the FY24 budget process begins formally in January 2023. Proposals are due by January 31, 2023, which means that any proposal by the RETF would have to be approved in the January 2023 RETF meeting.
 - In the past, other advisory committees have made recommendations for initiatives, such as the educational assistance grant program and a mental health speaker series. Proposals must be voted on in an open Council meeting. This Committee could put

together an estimate budget proposal and Council Member Sandino must sponsor it as a budget proposal time with Council.

- Committees may be asked to present on their proposals during the February 2023 meeting.
- Opportunities to weigh in budget process –
 - December- January – Staff develops proposed budget
 - January- Council submits budget priorities and initiatives.
 - February- Council discussion on budget priorities and initiatives
 - March- introduction of proposed FY24 Budget
 - April- Council Budget Discussions
 - May 1st- Public Hearing
 - June 5th- Budget Adoption
 - July 1st- FY24 begins
- Co-Chair Freemyn asked about MLK Day of Service Opportunities – the Community Services Department is planning an opportunity now. More details to be confirmed, but it will be on the week of January 16th.

DISCUSSION

- RB: In the past, has the RETF participated in a budget proposal? What is in scope for this budget proposal?
 - SL: The proposal could include, for example, a speaker series, cultural celebrations, or activities similar to how RETF sponsored the Native American Heritage Month events. One option is to dig into Equity Plan to see what activities could have fiscal impact. For example, in reviewing the Equity Plan, the Community Engagement, a common thread is how do we have robust outreach to all parts of the City. Ms. LeFevre spoke about the Promotores ambassadors model – ways in which when there are trusted and trained community members who are abreast of City initiatives, people in the City are far more likely to hear about what is happening.

7:22 – 7:28 RETF Update on Native American Heritage Month Panel on 11/18/22 - Liaison Louimarre

- Co-Chair Freemyn served as moderator to event and Co-Chair Gafford attended.
- In a follow up email during the presentation, Council Member Sandino reached out to advocate in support of the S.825 Southern Maryland National Heritage Area Act
- For any future engagement on Native American Heritage Month, we can do more with outreach.

7:28 – 7:35 Discussion and Approval of 2023 RETF Meeting Calendar - Co-Chair Gafford

- JM moves to change December 2023 RETF Meeting date to December 19, 2023
- All in favour to adopt the 2023 RETF Calendar

7:35 – 7:48 Discussion of Timeline for RETF Plan and Council Presentation - Liaison Louimarre

- Two options:
 - Option 1: Table the timeline for the next meeting
 - Option 2: Potential Timeline decided today – by this Friday, Shakira will email each section leader with recommended edits. Presenting final plan at second March 2023 Council Meeting. This would require the following timeline:

- January – Liaison Louimarre – Policing, Community Engagement, Jobs
- February – Transportation and Housing Presentations drafted
- Late February/Early March – Final drafting phase
- March 10 – final presentation drafted
- March 20 – Present presentation

DISCUSSION

- JG: Historically, one topic has presented per meeting. Those presentations aside, we have a robust agenda for January. When would be the next opportunity to present after March 2023? We should attempt for no more than 2 topics per meeting.
- SL: April 2023 would be the next opportunity.
- RB: I appreciate the aggressive approach and a little fire is good. However, I also agree with Co-Chair Gafford. We should meet somewhere in the middle. Giving the rest of the Committee to digest timeline.
- JG: Moving presentations for February 2023 and allowing Co-Chair Freemyn and other members to decide on timeline in January. We are considering 2 presentations in February and March, and 1 presentation in April. Another thing to consider is that we have 2 spaces open on RETF. One person is officially in the pipeline and as per requirement, will have to attend one RETF meeting to be vetted. We also need representation from the disability community that is a voice that is missing from the task force. City was starting the youth board initiative so there will be a youth action committee.

7:48 – 7:57 Open Discussion/Community Comments

- Welcome community guest, Mr. Perry. No comments.
- RB: Being a senior member of this Committee, there has been a lot of rotation. Like idea of stipend to see if helps with access. For those who leave, do we do an exit interview. Do we have ideas of why there is a high transient rates in the RETF? Is this similar among other Committees?
- JG: Are there members of a different HVL Committee who are finishing a term and want to join? Aging and Disability – could SL reach out to that group and see if there is interest?

7:57 – 8:01 – Review Agenda for Next Meeting – Co-Chair Gafford

Agenda items for January 2023 Meeting:

- Working session – completion of annual report
- What to propose to Council about budget
- Discuss timeline for presentations and hopefully vote to approve
- Appointing Chair and Record Keeper
- Recruitment

SL: We have a new City Planner which may be helpful for Transportation section. Ask for February 2023 meeting.

JG: Have any other Committees moved to in-person meetings? Would also like to pose the question to Mr. Perry.

Mr. Perry – It is easier to do it virtually and City has made in-person meeting a process. Are most meetings in City?

SL: I can offer potential reasons - there are hybrid options for City staff. Security reasons. To go back to Co-Chair Gafford's question, Committees are being encouraged to stay virtual for 2023. However, we don't have the capacity to do hybrid meetings.

8:07 Move to Adjourn Meeting

RB moves to adjourn; JM seconds.