



CITY of BRISBANE

Liaison to Equity Plus Inclusion (EPIC) Committee Subcommittee Agenda

Monday, March 1st, 2021 at 1:00 PM • Virtual Meeting

This meeting is compliant with the Governors Executive Order N-29-20 issued on March 17, 2020 allowing for deviation of teleconference rules required by the Brown Act. The purpose of this is to provide the safest environment for staff, subcommittee members and the public while allowing for public participation. The public may address the subcommittee using exclusively remote public comment options.

TO ADDRESS THE SUBCOMMITTEE

The meeting will be an exclusively virtual meeting. The agenda materials may be viewed online at www.brisbaneca.org at least 72 hours prior to the meeting.

REMOTE PUBLIC COMMENTS

Meeting participants are encouraged to submit public comments in writing in advance of the meeting. The following email and text line will be monitored during the meeting, and public comments received will be read into the record during Public Comment or during an Item.

Email: aibarra@brisbaneca.org

Text: 415-407-2675

Call-in number during the meeting for oral communications: 1-669-900-9128

Meeting ID: 961 2222 9069 (After entering the meeting ID and pressing #, simply press # a second time to enter the meeting waiting room. No participant code is required. Please wait on the call until a Subcommittee or Staff Member announces that the phone line is open. Dial *6 to mute/unmute and dial *9 to "raise hand")

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Public Meetings may be viewed live by joining the Zoom Meeting listed below. Please follow guidelines above for Public Comments.

Join Zoom: <https://zoom.us/j/96122229069?pwd=U2ZKUmpBU2JiZXh1VjhRTXhTMW43dz09>

Meeting ID: 961 2222 9069

Passcode: 050686

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SPECIAL ASSISTANCE

If you need special assistance to participate in this meeting, please contact Angel Ibarra at (415) 508-2109. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

SUBCOMMITTEE MEMBERS:

Mayor Pro-tem Lentz, Councilmember Davis
Equity Plus Inclusion Committee Coordinators

PRESENTATIONS AND DISCUSSION ITEMS

- A. Review EPIC's Community and Partnerships Work

PUBLIC COMMENT**ADJOURNMENT**

A.

File Attachments for Item:

A. Review EPIC's Community and Partnerships Work



CITY COUNCIL LIAISON TO EPIC SUBCOMMITTEE AGENDA REPORT

Meeting Date: MARCH 1, 2021

From: Equity Plus Inclusion Committee Coordinators

Subject: EPIC'S COMMUNITY AND PARTNERSHIPS WORK

Community Goal/Result

Community Building - Brisbane will honor the rich diversity of our city (residents, organizations, businesses) through community engagement and participation

Purpose

Provide direction on community activities and outreach with an equity and inclusion focus

Recommendation

Staff is recommending to provide direction on a Community Equity and Inclusion Calendar as well as a brief community survey to receive more information about the diversity of our community

Background

Summer of 2020, an employee-led group came together to learn more about equity and inclusion issues impacting the City of Brisbane as an organization. The group of 12 staff members from various City Departments and created EPIC--the Equity Plus Inclusion Committee.

EPIC's Mission Statement is to affirm every person has rights, value, and a voice and deserves the opportunity to achieve their potential, which is why we work so hard to listen to and learn from everyone in order to provide opportunities, uphold a safe environment, and speak up against injustice.

EPIC combats oppression, implicit biases, stereotypes, hate, barriers, injustice and divisions and promotes equity, compassion, acceptance, the celebration of our differences, and the amplification of oppressed voices in order to create opportunity and unity in our workplace and community.

The Committee is comprised of the following focus areas: Messaging and Guide Posts, Recruitment and Advancement, Workplace Community/Family, Community and Partnerships.

We are looking for the City Council Liaison to EPIC Subcommittee to provide direction in EPIC's Community and Partnership work.

EPIC's Community and Partnership Focus Group's work is comprised of doing what we can to ensure:

1. Everyone in the community feels included or addressed
2. People feel their voices are being heard
3. All community partnership opportunities are identified and the community assets we have are inventoried
4. That the partnerships and activities reach and engage all types of people

EPIC's Community and Partnership Focus Group's work is trying to achieve the following:

1. Utilize all the skill sets to help businesses thrive and to help the organization/staff thrive
2. Businesses/community have more ways to engage with the City and each other as a community
3. The community has a better understanding of the diversity within the community
4. Residents are aware of the opportunities available to them

Discussion

EPIC is submitting a draft Community Calendar and calendar criteria for review. EPIC is also requesting more direction on how to best recognize the events or holidays in the Community Calendar. Some proposed activities include the following: write a STAR article on the subject, add to the Citywebsite's Community Calendar, host a community event, draft a Mayoral Proclamation, etc.

Lastly, EPIC would like direction on a short community survey in order to have a better understanding of the diversity within our community.

Attachments

1. Draft Community Calendar with Proposed Criteria and Draft Community Survey Questions

Ingrid Padilla, City Clerk & EPIC Co-Coordinator

Clay Holstine, City Manager

Community Calendar

1. Proposed Community Calendar with Criteria

Criteria for including Day/Month/Event on Observance Calendar: because there are a variety of events or dates that can be observed, we discussed establishing guidelines or criteria in order to decide to include it for observance and to be able to justify what's included and what's not.

- A. Current State, Federal, US Agency, or United Nations observed or recognized holiday
- B. Consider over-arching ethnic group/cultural group as opposed to each specific nationality
- C. Religious holidays are ok since part of EPIC's mission is not to discriminate
- D. Social (gender and sexuality), **environmental**?, and health dates to be considered
- E. Community-initiated recognitions (How can we be better allies?)

2. How does the subcommittee want to recognize the events and holidays?

- Write a STAR article
- Add to the City website's Community Calendar
- Host a Community event
- Request a Mayoral Proclamation

3. Draft Community Calendar

Month	Notable dates and celebrations	Proclamations To Be Requested
January	<ul style="list-style-type: none"> New Year's Day * MLK Holiday- a day of service (honoring him through a day or service)* 	
February	<ul style="list-style-type: none"> Black History Month Lincoln's Bday/Presidents' Day* Lunar New Year 	Black History Month
March	<ul style="list-style-type: none"> Women's History Month 3/8 International Women's Day 3/31 Cesar Chavez Day 	
April	<ul style="list-style-type: none"> Arab American Heritage Month 4/4 Easter Earth Day? 	
May	<ul style="list-style-type: none"> Mental Health Month Ramadan Cultural Diversity Day (UN) Memorial Day * API History Month 	Asian/Pacific American Heritage Month
June	<ul style="list-style-type: none"> Pride Month Juneteenth 	LGBT Pride Month
July	<ul style="list-style-type: none"> Independence Day* 	
August	<ul style="list-style-type: none"> 8/9 International Day of World's Indigenous People 	
September	<ul style="list-style-type: none"> Labor Day* Hispanic Heritage Month 9/21 International Day of Peace Yom Kippur 9/17 Rosh Hashanah 9/6-9/8 	National Hispanic Heritage Month
October	<ul style="list-style-type: none"> Disability Awareness Month Bully Prevention Month 10/1 International Day of Old Persons 	
November	<ul style="list-style-type: none"> Native American Heritage Month Day of the Dead/All Saints Day Veteran's Day* 11/13 World Kindness Day Thanksgiving Holiday * 	
December	<ul style="list-style-type: none"> Hanukkah Kwanzaa Christmas Eve/Christmas* New Year's Eve* 	

Notes: *City Hall observed holidays

Highlighted events are issues for discussion based on proposed criteria

COMMUNITY SURVEY

- Proposed Survey Questions: (Note: Subcommittee to decide on how to disseminate the survey)
 1. A. What Holidays and celebrations are important or meaningful to you? Please list.
B. Can we contact you to help with a holiday or celebration that is important or meaningful to you? If so, include your name, email, and phone contact.
 2. A. List all the organizations (civic, cultural, religious, educational, sports/athletics, etc.) you are a part of.
B. Can we contact you to help outreach to your organizations? If so, include your name, email, and phone contact.
- How should the survey be disseminated?