



DIVERSITY, EQUITY AND INCLUSION COMMITTEE MINUTES

July 29, 2025 at 6:00 PM

Wilsonville Public Library & Zoom

CALL TO ORDER - The meeting was called to order at 6:04 PM.

1. Roll Call

IN ATTENDANCE

Chair Karla Brashear
Vice Chair Erika Pham
Justin Brown
Elisabeth Garcia Davidson
Mina Lemke
Rick Wallace
Wilnise Jasmin
Diane Imel

ABSENT

Carolina Wilde
Anthony Reyes
Fiona Huston

STAFF

Zoe Mombert
Ethan Pickman

GUEST

PUBLIC INPUT AND COMMUNITY ANNOUNCEMENTS - No public comment was received.

CONSENT AGENDA

2. June 24, 2025 Minutes – Karla Brashear made a motion to approve the June 24, 2025, minutes. Justin Brown seconded the motion. Motion passed (8-0-0).

ALL THOSE IN FAVOR

Chair Karla Brashear
Vice Chair Erika Pham
Justin Brown
Elisabeth Garcia Davidson
Mina Lemke
Rick Wallace
Wilnise Jasmin
Diane Imel

ALL THOSE OPPOSED

None

ALL THOSE ABSTAINING

None

COMMITTEE DISCUSSION & RECOMMENDATION

3. Parks Accessibility Information

Arush Goswami, Administration Department summer intern, provided a presentation about the project goals for enhancing the city's park information on the parks and recreation website. The committee gave feedback on topics they would like to cover including water fountain accessibility and specific types of pathway materials.

4. Program Planning (Speaker Series, Communications, etc. for 2026)

The committee created a draft of topics they would like to cover during the Speaker Series. The committee narrowed down their choices to include transgender youth and supporting the transgender community to be presented in October, Indigenous communities in November, immigration support in January, the history of Palestine and conflict in the Middle East in March, and Asian American Islander Month in May.

5. Las Posadas Subcommittee (Selection)

The Las Posadas Subcommittee members were selected. This subcommittee includes Karla Brashear, Elisabeth Garcia Davidson, Rick Wallace, Justin Brown, and Diane Imel.

6. Social Equity Guidebook Review

An update and review of the Social Equity Guidebook was presented by staff. A review of how to use the translation feature, and what information is translated, on the City of Wilsonville website was also provided.

Feedback from the Diversity, Equity and Inclusion Committee was provided. The committee recommended adding sensory bags and giving an option for a quiet room at events.

Staff gave an overview of how to use the translation feature on the website. The committee requested that there be a one-click button to translate the website directly to Spanish as well as syncing the calendar.

The committee recommended creating a list of partnerships so that events have broader reach, including the Wilsonville Moms group, Chamber of Commerce, Parent-Teacher Associations, etc.

ADMINISTRATIVE BUSINESS

7. Committee Meeting Location

The committee expressed the importance of meeting in the same formal meeting space as other city boards. The committee members unanimously decided to move the meeting location from the Wilsonville Public Library, back to City of Wilsonville City Hall Council Chambers. This change will take effect immediately, beginning with the next Diversity, Equity and Inclusion meeting on August 12, 2025.

8. Required Training

The committee members were reminded that they need to take the Oregon Ethics Commission training.

9. Library Update

The library staff provided an update on the upcoming library programs and the Summer Reading program.

ADJOURN – The meeting was adjourned at 7:47 PM.

NEXT MEETING

Tuesday, August 12, 2025 at 6:00 PM (CANCELED)