



DIVERSITY, EQUITY AND INCLUSION COMMITTEE AGENDA

July 29, 2025 at 6:00 PM

Wilsonville Public Library & Remote (<https://us02web.zoom.us/j/84302493408>).

PARTICIPANTS MAY ATTEND THE MEETING AT:

Wilsonville Public Library, 8200 SW Wilsonville Road, Wilsonville, Oregon

Zoom: <https://us02web.zoom.us/j/84302493408>

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with Administration: Individuals may submit comments by 12:00 PM on the day before the meeting date via email to the address above, or may mail written comments to: Administration – Wilsonville City Hall 29799 SW Town Center Loop East, Wilsonville, OR 97070

CALL TO ORDER

1. Roll Call

CONSENT AGENDA

2. [June 24, 2025 Minutes](#)

COMMITTEE DISCUSSION & RECOMMENDATION

3. Parks Accessibility Information
4. Program Planning (Speaker Series, Communications, etc. for 2026)
5. Las Posadas Subcommittee (Selection)
6. Community Equity Guidebook Review

ADMINISTRATIVE BUSINESS

7. Committee Meeting Location
8. Required Training

ADJOURN

NEXT MEETING

Tuesday, August 12, 2025 at 6:00 PM

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting Zoe Mombert, Assistant to the City Manager at 503-570-1503 or DEI@wilsonvilleoregon.gov: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

Habr   int  rpretes disponibles para aqu  llas personas que no hablan Ingl  s, previo acuerdo.

Com  niquese al 503-570-1503.



DIVERSITY, EQUITY AND INCLUSION COMMITTEE MINUTES

June 24, 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
Carolina Wilde
Elisabeth Garcia Davidson
Mina Lemke
Rick Wallace
Wilnise Jasmin

ABSENT

Fay Gyapong-Porter
Anthony Reyes
Justin Brown
Fiona Huston

STAFF

Zoe Mombert
Ethan Pickman

GUEST

Chair Karla Brashear welcomed the new committee members. All of the committee members introduced themselves.

She reminded the committee that June is Pride Month and Immigrant Heritage Month and the committee's last speaker series event for the year would take place on Thursday (June 26).

PUBLIC INPUT AND COMMUNITY ANNOUNCEMENTS

No public comment was received.

CONSENT AGENDA

2. May 12, 2025 Minutes - Elisabeth Garcia Davidson made a motion to approve the May 12, 2025, minutes. Karla Brashear seconded the motion. Motion passed (7-0-0).

ALL THOSE IN FAVOR

Chair Karla Brashear
Vice Chair Erika Pham
Carolina Wilde
Elisabeth Garcia Davidson

ALL THOSE OPPOSED

None

ALL THOSE ABSTAINING

Mina Lemke
Rick Wallace
Wilnise Jasmin

None

COMMITTEE DISCUSSION & RECOMMENDATION

3. Las Posadas Title Sponsor Discussion

An update on title sponsors for the Las Posadas event was given.

Karla Brashear made a motion to form a subcommittee for Las Posadas to decide all of the event details including food, performances, and other items. Elisabeth Garcia Davidson seconded the motion. Motion passed (7-0-0).

ALL THOSE IN FAVOR

Chair Karla Brashear
Vice Chair Erika Pham
Carolina Wilde
Elisabeth Garcia Davidson
Mina Lemke
Rick Wallace
Wilnise Jasmin

ALL THOSE OPPOSED

None

ALL THOSE ABSTAINING

None

The committee will select Las Posadas subcommittee participants at a future meeting.

4. Pride Event Debrief

The committee discussed elements of the event that went well and what could be improved

- There was a turnout of about 300 attendees. There were multiple sponsors, a DJ, a keynote speaker, and book giveaways.
- The committee reviewed the keynote speech. In the future, it is recommended that bullet points and a template for the speech should be provided by the speaker.
- Ideas for next year were discussed, including a parade around the trees and next to the water feature.

5. Juneteenth Event Debrief

The committee discussed elements of the event that went well and what could be improved

- Overall, the committee was happy with the event and keynote speaker. There was a turnout of about 500 attendees.
- They were thrilled that Governor Tina Kotek and First Lady Aimee Kotek Wilsonville attended the event.
- The committee members have requested large signage to identify that food, and giveaways are free and direct attendees to their location in the future.
- The sound system was not strong enough for the size of the space.

6. Pride and Juneteenth Event Sponsorship Packet Review

Elisabeth Garcia Davidson made a motion to approve the sponsorship packet for the 2026 sponsorships that includes the following: "Select your Sponsorship Level: Platinum: -Logo sign at front of stage (sign provided by sponsor) -Banner at Town Center Park with your logo the week before and after the event -Sponsor recognition in the Boones Ferry Messenger -Logo on event fliers included on the City of Wilsonville website, social media, Boones Ferry Messenger, Parks and Rec Activity Guide (if provided before publication) that has recognition as a platinum sponsor -Verbal recognition during event announcements -Table, with Platinum Sponsor signage (Juneteenth - \$5,000 and Pride - \$2,500) Gold: -Logo sign at front of stage (sign provided by sponsor) -Logo on event fliers included on the City of Wilsonville website, social media, Boones Ferry Messenger, Parks and Rec Activity Guide (if provided before publication) that has recognition as a Gold Sponsor -Verbal recognition during event announcements -Table at the event, with Gold Sponsor signage (Juneteenth - \$2,500, Pride - \$1,000, Las Posadas \$1,000) Silver: -Logo on event fliers included on the City of Wilsonville website, social media, Boones Ferry Messenger, Parks and Rec Activity Guide (if provided before publication) that has recognition as a Silver Sponsor -Verbal recognition during event announcements -Table at the event, with Silver Sponsor signage (Juneteenth - \$1,000, Pride - \$500, Las Posadas - \$500) Bronze: Logo on event fliers included on the City of Wilsonville website, social media, Boones Ferry Messenger, Parks and Rec Activity Guide (if provided before publication) that has recognition as a Bronze Sponsor -Verbal recognition during event announcements (Juneteenth - \$500, Pride - \$250, Las Posadas \$250)". Rick Wallace seconded the motion. Motion passed (7-0-0).

ALL THOSE IN FAVOR

Chair Karla Brashear
Vice Chair Erika Pham
Carolina Wilde
Elisabeth Garcia Davidson
Mina Lemke
Rick Wallace
Wilnise Jasmin

ALL THOSE OPPOSED

ALL THOSE ABSTAINING

7. Administrative Business

- There was discussion about the best way to get information out to the Spanish speaking community.
- Ethan Pickman from the library provided an update on the summer reading program.

ADJOURN – The meeting was adjourned at 7:54 PM.

NEXT MEETING

July 29, 2025, at 6:00 PM