



Diversity and Inclusion Commission Meeting

Monday, August 12, 2024 5:30 PM

City Hall Board Room

Minutes

1. Call to Order

A. Commission Members:

Mahnaz Shabbir
Dr. Vincent Carlisle
Tiana Heath
Brent Uhrmacher
Eunice Westra
Kate Valliere
Vacant Position
Vacant - Park University

A regular meeting of the Diversity and Inclusion Commission was convened at 05:37 PM at City Hall, 8880 Clark Avenue, Parkville, Missouri on August 12, 2024, and was called to order by the Chair, Mahnaz Shabbir. Assistant City Administrator Jeffery Rhodes called the roll as follows:

Present:

Dr. Vince Carlisle
Mahnaz Shabbir
Kate Valliere
Tiana Heath
Brent Uhrmacher

Absent:

Eunice Westra

A quorum of the Commission was present.

Also in attendance:

Mayor Dean Katerndahl
Alderman Brian Whitley
Alderman Allyson Berberich - ONLINE
City Staff Members - Alexa Barton (online), Alyssa Roberts, Jeffery Rhodes, Dan Harper
Former Park University student representative - Manika Karki

2. Public Comment

A. Introduce new Park University representative- Adarsha Pandey

Mr. Pandey introduced himself and shared his motivation to join the Diversity & Inclusion

Commission.

B. Presentation from Barbara Luetke regarding Washington Chapel

Ms. Luetke presented a brief history of the chapel and the current restoration going on at the property. The future plan is to use the space as a church and a community center - events, computer lab, Eagle Scout projects, etc. The community, City and Fire District have been very supportive.

She also outlined the timeline for getting the first floor done and plans for the second floor work. They have grant money and lots of local volunteers helping. There have also been lots of media coverage about the work on the church.

C. Dan Harper will review the ADA Transition Plan and the current list of projects

Mr. Harper presented a brief overview of the ADA transition plan and the current state of the projects and their costs. We received a \$20,000 grant from MARC and Federal Highway Admin, with a \$5,000 local match.

The current plan is to consider ADA programs up to \$50,000 for the 2025 budget. He shared the list of proposed projects from the MARC ADA plan.

Question from the Commission:

- what kind of money does the City get from the County? Parkville receives money from the Parkville Special Roads District, averaging about \$150,000 per year. The \$425,000 estimate for the 2025 budget is very preliminary and inclusive of all revenue.
- From the MARC report, the total cost of the recommended projects is about \$650,000. How are we going to pay for this and try to close to gap? Will the City pursue grants? YES - How can we add value to get grants and get more money faster? (Uhrmacher)
 - Harper - our approach is to plan and be prepared to capitalize on grant dollars and have projects ready to go so we can tick them off the list as we move through the budget process over the years.
 - Use SeeClickFix - there are specific ADA reporting tools on there.
 - Uhrmacher - does this issue fall under public safety? What synergies are there with that? Could we use some of that money for these sorts of projects?

3. Action Items

A. Review ADA Transition Plan and prioritize list of projects to recommend to Board of Alderman

See notes above. No action taken.

B. Update Strategic Plan

Update the strategic plan:

We're going to add information about WHO and WHEN will try to coordinate those things. Shabbir - let's change Section 1, #3 to EXPLORE....

DIC will explore these opportunities and make recommendations to the board. Let's remove the promotion of these events - let's support them but not promote them. Push this out to 2026 or 2027.

Heath - let's take another pass at this and make it shorter and more concrete - find some measurable to present to the board.

MOVE PLAN TO SEPTEMBER MEETING

Who will promote the partnerships to host folks from Park, Global Ties, Command College? DIC will communicate these opportunities and will build these connections and share that information.

- Command College uses a group in KC to match folks. Work with Park to help match folks.
- Carlisle will find out more information from his college - they use People to People. Are folks interested in PKV?
- Uhrmacher - input from downtown businesses. They may want more. Where is there an ADA spot north of the tracks? We are compliant but our infrastructure is not in the right locations.

Could folks bring concerns to the Diversity Commission? How do we educate the public what to do? Call police? Report it via SeeClickFix?

Carlisle - Propose a response method to the BOA for the city to use in incidences of bias or discrimination. - try to have something ready for 2025.

Does downtown Parkville qualify as a food desert? 1 mile to the nearest grocery store + measures of poverty.

We have food pantries at the Presbyterian Church, Park University, and Catholic Church. This started as a question about transportation. This is a good exercise for us learn more about these issues and how to address them.

Heath - could we send out a survey to the community? And ask these questions? How do we connect with folks and help them align resources. People may not know how to help and if they knew, they may be able to help. We know the need - how do we make it simple for folks to donate, contribute and help?

Whitley - Parkville Living Center have already identified needs in the community. They work with families and work to address issues.

Carlisle - we need to be careful about raising expectations and not dashing hope.

Working to update HR onboarding for staff and new hires.

Carlisle - Identify cultural competency training to recommend for staff. Q1 2026

STAFF FOLLOW UP - videos for Diversity Commission - START IN 2025

4. Non-Action Items

5. Unfinished Business (postponed from prior meetings)

- A. Provide update to calendar recommendations from August 6, 2024 Board of Aldermen meeting.

Survey results should/could inform the strategic plan. Questions from Alderman Lee - when is the survey closing, how many questions, how are we going to analyze the results. What are the guardrails for this commission?

Whitley - Diversity Commission is a little different. We present & generate items for the City to consider.

Whitley - What are the actionable items for this Commission to work on and bring them to the BOA?

Calendar questions were brought up during the BOA on August 6 - from Allyson Berberich How did the dates make it on to the list? - we used the HHS calendar, the state of MO calendar, and a google calendar for a local tenants group. Where will these dates be shared / used / disseminated? - part of the goal is to be proactive as a community to allow folks to participate and be recognized

Is the calendar inclusive enough? When you start including some religious holidays or heritage months but not including others, we start being less inclusive. How do we address this? How do we communicate this?

- Department of State heritage months - we have 9 of the 10 heritage months but do not have Veterans on our list. Should we add that? - Ald. Berberich recommends this addition.
- Carlisle - in the Dept. of Defense, we do not aggregate the Caucasian population. We recognize minority populations who do not get recognized otherwise.
 - Heath - can we present the information in a more concise calendar format? Show the dates with an explanation of what the dates are and where they come from?
 - What are we missing? Is this a discussion the board needs to have? What inclusivity are we missing?
 - Uhrmacher - a question for Ms. Berberich: what if we go too far and dilute the value of our recognition?

Calendar will be moved to SEPTEMBER DIC MEETING.

- B. Review Survey Results

Tabled until the next meeting.

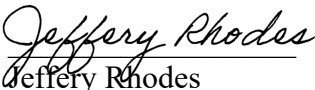
6. **Other Business**

7. **Adjourn**

The next meeting will be on Monday, September 9, 2024 @ 5:30 PM

Chair Shabbir adjourned the meeting at 7:57 PM.

Submitted by:


Jeffery Rhodes

Asst. City Administrator

September 9, 2024
Approval Date