

AGENDA
THE CITY OF ST. CHARLES
EQUITY & INCLUSION COMMISSION
TUESDAY, AUGUST 8, 2023, 5:00 PM
2 EAST MAIN STREET
DENS A & B, SECOND FLOOR

1. Call to Order

City Administrator Heather McGuire called the meeting to order at 5:03 pm.

2. Roll Call

Present: Heather McGuire, Lisa Stricker, Cris Anderson, Michael Castro (joined at 5:06 pm), John Fitzgerald, Erica Johnson, Mary Kruse, Lisa Macaione, Samantha Newman, Trudy Nichol, Sue Sanders, and Tracey Conti

Absent: None

3. Selection and Vote for Commission Chair, Vice Chair & Secretary

Heather McGuire explained that the commission needs to choose a chair, vice-chair, and secretary. The commission members briefly mentioned multiple candidates for commission chair and verified individual term length. The chairperson will run the meetings. After the commission is established, commission members will provide input to the meeting agendas.

Motion by Fitzgerald, second by Anderson to nominate Trudy Nichol as the commission chair.

Roll Call Vote: Ayes: Fitzgerald, Johnson, Kruse, Macaione, Nichol, Sanders, Anderson, Castro. Nays: Newman. Absent: None. **Motion Carried.**

Nichol then assumed the role of chair and led the meeting. The primary responsibility of the vice-chair is to fill in if the chairperson is unable to attend a meeting. Susan Sanders was suggested as vice-chair.

Motion by Anderson, second by Castro to nominate Susan Sanders as the commission vice-chair.

Roll Call Vote: Ayes: Castro, Fitzgerald, Johnson, Kruse, Macaione, Newman, Sanders, Anderson. Nays: None. Absent: None. Nichol did not vote as Chair. **Motion Carried.**

Chair Nichol asked for nominations for the role of secretary. The person who assumes

this role will not be responsible for preparing meeting minutes. Staff liaisons will assist the commission members throughout the process. Lisa Macaione was suggested.

Motion by Kruse, and was seconded to nominate Lisa Macaione as the commission secretary.

Roll Call Vote: Ayes: Castro, Fitzgerald, Johnson, Kruse, Macaione, Newman, Sanders, Anderson. Nays: None. Absent: None. Nichol did not vote as Chair. **Motion Carried.**

4. Approval of the July 11, 2023, Equity & Inclusion Commission Meeting Minutes

Motion by Anderson, second by Castro to approve the July 11, 2023 meeting minutes.

Roll Call Vote: Ayes: Castro, Fitzgerald, Johnson, Kruse, Macaione, Newman, Sanders, Anderson. Nays: None. Absent: None. Nichol did not vote as Chair. **Motion Carried.**

5. Selection of Commission Training Topics

Lisa Stricker reminded the commission about the topics that were discussed at the last meeting as possible training opportunities. Those included a baseline understanding of equity and inclusion, terminology, gender issues and expression, unconscious bias, microaggressions, classism, LGBTQ+ communication, racial equity, and developmental challenges. Disability and inclusion accommodations were also raised as a training opportunity. The members want to understand the City's expectations of this commission. A question was raised about whether the focus is intended to be on awareness, or to work toward solutions.

A suggestion was made that local subject matter experts could be invited to the commission meetings to provide information about specific topics. Another request was to evaluate and understand the different holidays recognized by the City of St. Charles.

City staff training is being done on a regular basis by a separate group.

Lisa Stricker instructed the group that the first step should be to conduct training for the commission members, and then the group would develop collective goals. Each training topic will be a separate discussion point at a future meeting. Speakers and materials will be gathered by Lisa Stricker and City staff based on the feedback received today. Training will likely be a combination of in-person at public meetings and outside resources in which the commission members can participate. Training is expected to begin in October.

Any costs incurred by the commission, for example for training, will be borne by the City.

6. Additional Items

- Lisa Stricker proposed that after the training is largely complete, the group should prioritize their goals for the first 12 months and develop an action plan to achieve those.
- Commission members stated that Tuesday evenings and the second Wednesday of the month are not workable for individuals. Two months may be a good amount of time to prepare for the next meeting.

7. Public Comment

None

8. Adjourn

Motion by Anderson, second by Johnson to adjourn the meeting at 5:38 pm.

Voice Vote: Ayes: Castro, Fitzgerald, Johnson, Kruse, Macaione, Newman, Sanders, Anderson. Nays: None. Absent: None. Nichol did not vote as Chair. **Motion Carried.**

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