

Diversity Affairs Commission (DAC) - Steering Committee
Wednesday, February 9, 2022 • 5:00pm
Zoom Virtual Meeting

***Mission:** "Winnebago County's Diversity Affairs Commission embraces diversity, inclusion, and belonging by bringing the community together to listen to one another, learn together, and encourage our community to act in ways that help people thrive. We support justice, equity and compassion in human relations. We affirm the inherent worth and dignity of every person."*

Chairperson Garrett called the Steering Committee meeting of the Diversity Affairs Commission (DAC) to order at 5:01 PM on Zoom. Those in attendance and constituting a quorum were:

Present:, Mike Norton Winnebago County Board Supervisor District 20, Lateria Garrett DAC Chairperson, Kathryn Noll-Arias, Sohrab Tyrone Akhavein, Jared Longsine (left meeting at 5:53pm)

Absent: Steve Binder Winnebago County Board Supervisor District 13, Extension Liaison Mandi Dornfeld

Others Present: Beth Roberts - Winnebago County Dept of Human Services, Brian Defferding Winnebago County Board Supervisor District 6, Morris Cox Winnebago County Board Supervisor District 27, Sara Van Cuyk Intern Extension Winnebago County, Jody Bezio Administrative Associate Extension Winnebago County

MOTION by Norton: Move to approve the minutes of the January 12, 2022, meeting. Seconded by Akhavein. Steering committee member's names (Kathryn and Jared) are spelled wrong in the minutes. Motion failed.

ACTION: Minutes will be corrected and re-submitted for review at the March meeting.

Public Comment: Supervisor Brian Defferding introduced himself.

Business Agenda

Update on Steering Committee Membership Appointments

- Chairperson Garrett reported that there has been no new appointments, the Steering Committee still has one open position.
- Supervisor Norton reported that he had received an email from a woman in Menasha who is interested in joining the steering committee.

Potential Change to Steering Committee Meeting Date/Time

Continued discussion from last meeting about possibly changing current steering committee date/time to avoid conflicts the current membership has. We would like to find a time to meet when everyone is available so that no one is regularly left out.

- Supervisor Norton suggested that the steering committee consider moving the steering committee meetings to the same day as the public engagement/educational meeting due to concerns that have been passed on to him about the Commission having 2 monthly meetings.
- Chairperson Garrett presented 2 meeting options based on the availability that committee members sent to her since the last meeting.
 - Option 1: Keep meeting date/time the same (2nd Wednesday at 5:00pm)
 - Option 2: Keep same date, but have rotating time frame:
 - January - May meet on 2nd Wednesday at 5pm
 - June - December meet on 2nd Wednesday at 7pm
- **MOTION by Norton:** Change the Steering Committee meetings to the 1st Thursday of the month at 5pm. Second by Longsine.
 - Public Engagement/Education will remain on 1st Thursday of the month from 3-4:30pm.
 - Noll-Arias suggested meeting before the Public Engagement meeting from 2-3pm
 - Beth Roberts suggested finding a lunch hour to meet.
 - At least one member had a conflict with all options presented.
 - Beth Roberts suggested 3rd Tuesdays, asking everyone to send Chairperson Garrett times they would be available on the 3rd Tuesday.

MOTION Tabled to Next Meeting on 3/9/22: Request by Norton, 2nd by Akhavein, request carried 5-0

ACTION: Committee Members should send time availability to Chairperson Garrett for 3rd Tuesday of month.

Diversity Fair Event This Summer

- Norton reported that he had contacted Oshkosh Mayor Lori Palmeri for info on prior event held in Oshkosh. Mayor Palmeri suggested contacting former Mayor Steve Cummings. Norton needs his contact info.
- Chairperson Garrett requested more information in order to support this event: are there any emails, websites or other communications that could be passed on to our group?
- Unity in the Community is another past event in Oshkosh that might be similar to this. We should find out if this event is returning this year. Christian Gossett is contact person.
- **ACTION:** Beth Roberts will reach out for more information.

Approval of Bylaws and Strategic Plan

- Norton reported on current updates and discussion from County Board Meeting on 1/18/2022 . The documents presented for approval at this meeting reflect these updates/discussion.
- Mission statement was updated to reflect changes suggested by Corporate Counsel and was updated on both the bylaws and strategic plan so the documents now match.
- Purpose statement wording was updated to change “make a greater effort” to “make every effort”. The purpose statement was also updated on both the Bylaws and Strategic Plan so that the documents now match.
- **MOTION by Norton** to approve the Bylaws and Strategic Plan as presented. Second by Noll-Arias. Motion carried 4-0.
- **ACTION:** The Bylaws & Strategic Plan will be forwarded to the Education, Extension and Agriculture Committee meeting on 2/10/2022 and the Winnebago County Board of Supervisors meeting on 2/22/2022 for approval.

Communicating Absences from Meetings:

Chairperson Garrett requests that if a committee member is not able to attend an upcoming meeting, that they let her know in advance so that she is aware of any issues with quorum in advance.

Open Comments/Discussion:

- Protips on Roberts Rules of Order/Parliamentary Procedure:
 - Norton: When making/seconding motions make sure say your name as well. This helps the notetaker and other listeners know who is speaking. Ex: “This is Supervisor Norton, I move that...” or “This is Kathryn, I second the motion”, etc.
 - Order of Agenda - put time sensitive/items ready for voting near beginning of agenda. Jody Bezio cautioned group that open forum might need to happen before the business agenda in case the public were there to comment on an item on the agenda.
 - Supervisor Morris Cox shared that public comments can go at the end of the agenda, only “public hearings” on topics need to go at the beginning. If items have already been opened up for public input at a previous meeting, items can be voted on without opening them up for a public hearing again. Following this format can help keep the public from becoming involved in the voting.
- Resource Sharing
 - Supervisor Norton: The February issue of the Wisconsin Counties magazine featured “Diversity, Equity and Inclusion” on the front cover.
 - February Issue of WI Counties: <https://indd.adobe.com/view/0436e79a-4627-4788-9c13-ecfd08d9fda>
 - Wisconsin Counties Magazine General Website: <https://www.wicounties.org/publications/>
 - Sara Van Cuyk: Reminded group about Implicit Bias Conference being held virtually in February. Prevea Health is offering a virtual Implicit Bias Conference: Conversations of Health Equity, Access, and Advocacy on February 24th from 8 am-4 pm. Here is the link with the agenda and registration information <https://www.prevea.com/Why-Prevea/Our-commitment-to-diversity-and-inclusion/Implicit-Bias-Conference#agenda>
- Kathryn Noll-Arias has a new email address, she has changed it on the roster on the google drive. Please update your distribution lists.

MOTION by Norton to adjourn the meeting. Seconded by Garrett and carried without dissent. Meeting was adjourned by Chairperson Garrett at 6:16pm

Respectfully submitted by: Jody Bezio, Administrative Associate - Extension Winnebago County