



**Flagstaff City Commission on Diversity Awareness
Council Chambers (1st Floor)
Flagstaff City Hall – 211 W. Aspen Ave, Flagstaff 86001
March 19, 2019 – 1:30 p.m.**

A G E N D A

- I. Call to Order
- II. Roll Call

Alisa Ashley (via telephone) Dan (Robert) Duke Pamela Malone	Jean Toner Daniel Williamson (via telephone) DeAnn Wegwert
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- III. Recommended Protocol for Members and Other Participants Call In

All participants, including staff, should sit at the conference table during the discussion of topics, so they are closer to the microphones. Those present in the room should minimize side conversations and shuffling of paper because the sound is picked up by the microphones and it is more difficult for those on the phone to hear. Please be sure to identify yourself when you begin to speak, so those calling in know who is speaking. The Chair of the meeting should ensure those on the phone have an opportunity to speak.
- IV. Public Participation

The Commission cannot act upon items presented during the Public Participation portion of the Agenda. Individual Commission members may ask questions of the public, but are prohibited by the Open Meeting Law from discussion or considering the item among themselves until the item is officially placed on the Agenda. Each public comment or presentation will be limited to five (5) minutes.
- V. Staff Participation
 - A. Shannon Anderson, Staff Liaison
- VI. Approval of Minutes – February 19, 2019 (Attachment 1)
- VII. Date of Next Meeting – April 16, 2019
- VIII. Action Items
 - A. Discussion of Chair and Vice Chair roles (Attachment 2).
 - B. Election for Chair and Vice Chair roles.
 - C. Time and length of Commission meetings.
 - D. Request for Commissioners to watch the video from previous meeting(s) missed for consistency and time saving during meetings.
 - E. Planning for CODA social event at coffee shop – identify a date and time to invite current and previous commission members.
- IX. Reports/Discussion Items
- X. Agenda for Future Meeting(s)
 - A. Mayor Coral Evans to continue discussion on Women’s Rights.
 - B. March 19th – Public Forum
 - C. Facilities for collecting handwritten CODA surveys. Khalif Durham will forward contact information to Shannon Anderson (2/19/19)

- D. CODA Survey results and future process for sharing additional results. Shannon Anderson to find out how can enter paper surveys. Post graphs only online.
- E. Conversation on changing the name of Commission from Commission on Diversity Awareness to Commission on Diversity Appreciation. (2/19/19)
- F. Discussion about Diversity Fair.
- G. Practice with members calling in using the conference line.
- H. Response from Procurement as a result of the Transportation presentation – Requested data on how often local service providers are awarded contracts vs. non-local (Rick Barrett requested 10/16/18)
- I. April 16th - Review list of proclamations and/or events brought by each commission member and possible action of adding proclamations and/or events to the 6-month planning calendar for July through December 2019.
- J. Review planning calendars created by each commission member and possible action of adopting final draft Commission of Diversity Awareness 6-month planning calendar.
- K. Review lists of other organizational committees brought by each commission member and possible action of creating liaisons for other diversity groups.
- L. Request City Clerk office come to a meeting to explain the appointment process, the Commission will discuss potential communication with City Council on Commission appointment process, and transition plan for Commission on Diversity Awareness given new Commission members

XI. Adjournment



For Special Accommodations, please notify Stacy Fobar in the City Clerk’s Office at (928) 213-2077 or (928) 774-5281 (TDD) at least three business days prior to the scheduled meeting time.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on March 18, 2019 at 11:30 a.m. in accordance with the statement filed by the Commission on Diversity Awareness with the City Clerk.

Dated this 18th day of March 2019. _____