

DIVERSITY, EQUITY AND INCLUSION COMMITTEE MEETING
MT. CALVARY AME ZION CHURCH
800 LASALLE STREET
MONROE, NC 28110
www.monroenc.org

AGENDA

1. Call to Order
2. Minutes and Staff Notes
 - A. Minutes of DEI Committee Meeting of July 13, 2022
 - B. Staff Notes of DEI Committee Meeting of September 8, 2022 (*Informational Only*)
3. Old Business
4. New Business
5. Adjournment

Diversity, Equity, and Inclusion Committee
Meeting Minutes
July 13, 2022 – 7:00 P.M.

The Diversity, Equity, and Inclusion Committee met on Wednesday, July 13, at 7:00 p.m. at Mt. Calvary AME Zion Church in Monroe.

Staff Present: Debra C. Reed, Human Resource Director and Sheila Couick, Minute Taker

Members Present: Chairperson Surluta Anthony, Councilman Freddie Gordon, Althea Richardson-Tucker, Cynthia Baez, Melissa McKeown, Melvin Tate, Michael Hall, Lanny Lancaster, Selina Campbell, Steven Ramsey, Swindell Edwards, Tamara Williams and Tiffany Wilson

Members Absent: Benita Sanders, Cress Barnes, Cynthia Brown, Emily McGinnis, Ernest Collins, Jamie Nader, Lakeysa Medlin, Matthew Belk, Michele King, Penelope Locklear and Tripp Helms

Chairperson Anthony open the meeting at 7:00 p.m. by welcoming everyone to the meeting.

Chairperson Anthony stated that due to there being a quorum that the minutes from the February 9 meeting could be approved and accepted.

Due to not having a quorum at the April and June meetings, Staff Notes are attached but will not be voted on.

Acceptance and Approval of February 9, 2022 Minutes:

Minutes from the February 9, 2022 meeting were approved as written. Melissa McKeown made the motion to approve the minutes as written. Tiffany Wilson second the motion. Chairperson Anthony asked if there was any discussion needed on the minutes and then conducted a vote.

Ayes: Chairperson Surluta Anthony, Councilman Freddie Gordon, Althea Richardson-Tucker, Cynthia Baez, Melissa McKeown, Melvin Tate, Michael Hall, Lanny Lancaster, Selina Campbell, Steven Ramsey, Swindell Edwards, Tamara Williams and Tiffany Wilson

Nayes: None

Chairperson Anthony stated that the minutes from February 9, 2022 were unanimously approved by all in attendance.

New Business:

Committee Member Attendance:

Chairperson Anthony commented that committee member attendance had been a problem and stated that an email was sent out to all committee members asking if they wanted to stay on the committee or be removed from the committee. There were four responses to the email. Chairperson Anthony stated that if the members that are at the meeting tonight continue to come then we can continue to have official meetings. Chairperson Anthony stated that she hoped others would decide to come to the meetings. Chairperson Anthony asked if there were any suggestion on member attendance or how to get members back. Steven Ramsey asked if any of the responses were to be removed. No removal from

committee responses were received. Chairperson Anthony stated that if anyone knew a committee member personally please encourage them to come back. We need to move forward with the training that we received.

Chairperson Anthony stated that the only item that are currently involved in is the joint meeting with the Union County Chamber in 2023. This would be for a job fair with a new twist of having a job fair where the owners of the companies and factories have learned about DEI and have an understanding of what the barriers are. Then they will be able to present the job and be able to hire people, offer them training and retain these people. Chairperson Anthony stated that she is waiting on Pat Khale from the Chamber to set a meeting date and time. Currently the Chairpersons are meeting, however Chairperson Anthony would like to include more of the committee members at meetings.

Melissa McKeown asked if a list of committee members could be provided. Tiffany Wilson commented that committee members were listed on the minutes.

Melvin Tate commented that while we are waiting on the meeting with the Chamber we need to work on the logo and making this committee known to business. Melvin Tate stated that Council approved the mission statement. We needed to work towards having a press conference to announce the Diversity, Inclusion, and Equity Committee in Monroe. Need to have something started by the next holiday in September such as a flyer or stickers that we had talked about. This would help us sell the ideal to the businesses. The Chamber's motives are not the same as our motives. We want to be heard at the Chamber meeting; not used at the Chamber meeting. We need a listing of who has vacant jobs and need to remove barriers that are keeping people from seeing job listings.

Melvin Tate stated that a good business practice is to thank people for their services. We need to thank Dr. Samuel for his service with this committee.

Chairperson Anthony thanked Melvin Tate for his comments.

Chairperson Anthony commented that Mr. Tate had suggested a news conference to make the committee known and asked if anyone had any suggestions on how to make the committee known in the community. Tiffany Wilson commented that a press release could be released on the Union County government channel. Melvin Tate commented that it could be on Spectrum News. Tiffany Wilson commented that we could reach out the Channel 36 WCNC News for a news story. Steven Ramsey commented that we could contact local radio stations and conduct on air interviews. Chairperson Anthony stated we could attend City Council meetings.

Chairperson Anthony asked which of the suggestion should be done first. Selina Campbell made the motion that we should start with a presentation at a council meetings first. Tiffany Wilson second the motion. Chairperson Anthony stated that the next council meeting would be August 9. Chairperson Anthony asked how many of the members would come to the council meeting.

Freddie Gordon commented that council meetings are scheduled for the second Tuesday of each month and there are two sessions. The first session is at 4:30 p.m. and it is the Strategic Planning Session and the second session is at 6:00 p.m. and it is the regular council meeting. Freddie Gordon recommended attending the first session at 4:30 p.m. and asked for thoughts on attending the council meeting at that time. At the 4:30 p.m. session a presentation could be done to council and Chairperson Anthony and Melvin Tate just attended one of those meetings for approval of the mission statement. Freddie Gordon commented that Council has heard of this committee and they support it. Freddie Gordon commented

that we needed to assembly facts and goals of the Diversity, Equity, and Inclusion Committee to present to council prior to attending the meeting and decide on type of support we need from Council.

Melissa McKeown commented that we started working on quarterly goals before and kinda got off the topic due to not having a quorum at meetings. Maybe we could talk about that at the meeting.

Melvin Tate stated that we needed to thoroughly prepare for the council meeting stating who we are, what we are planning, what that looks like, how we can help businesses, and how we can help the community so we are not stumbling at the meeting. Melvin Tate commented that he preferred the 4:30 p.m. council meeting due to the 6:00 p.m. sessions being different and we could be heard at this meeting. If Councilmembers had questions they could be asked at this meeting.

Cynthia Baez asked what time the meeting would was on the second Tuesday of each month. The meeting time suggested was 4:30 p.m. was for the council meeting.

Chairperson Anthony stated that the 4:30 session was just for council and the 6:00 p.m. council meeting this meeting would go out to the public on video. At the 6:00 p.m. session we would have 5-8 minutes to present. Melvin Tate commented that negative comments from the public could come up at the 6:00 p.m meeting and we don't need any negative comments and we just needed to meet with council. Melvin Tate commented that a press conference would let people know who we are.

Cynthia Baez commented that we should meet with council in September so that we could have the month of August to organize and create sub-committees to gather information.

Tiffany Wilson commented that since council approved the mission statement could we do a press release in August announcing the mission statement of DEI. Then we can meet again to plan for the September council meeting.

Melissa McKeown commented that we could share the mission statement in a press release and note that we are going to be at the September council meeting to hear more information.

Chairperson Anthony stated that she would like for someone else or several people to speak at the council meeting to show that everyone is working together as a committee.

Chairperson Anthony stated that the general consensus of the group was to wait till September to meeting council.

Freddie Gordon commented that he would like for all committee members to be comfortable with the September meeting. Freddie Gordon commented that he would need to present this to the Mayor and City Manager prior to the meeting to explain what the meeting would be about. Freddie Gordon commented that if that is the date then it would need to be placed on the agenda.

Tiffany Willson commented that we needed a printed article for a press release. Melissa McKeown commented that it could go out the newspapers.

Chairperson Anthony assigned the following projects the members and asked for them be prepared to discuss these projects at the August meeting:

Tiffany Wilson and Melissa McKeown – Prepare press release for next meeting (August meeting)

Althea Richardson-Tucker, Cynthia Baez, Tamera Williams, and Steven Ramsey – Prepare a listing of what we needs to be presented at the council meeting.

Lanny Lancaster, Melvin Tate, Selina Campbell, Michael Hall and Swindell Edwards – Prepare a narrative for a press conference.

Chairperson Anthony stated that all of this would need to be approved but this would give us something to work with at the next meeting.

Chairperson Anthony asked if everyone understood their assignments and were good with them. Everyone was good with the assignments.

Meeting Date and Time:

Althea Richardson-Tucker asked if the regular meeting nights were going to be on Tuesday and Chairperson Anthony commented that the council meeting was on Tuesday night.

Chairperson Anthony stated that was the next item on the agenda.

Melvin Tate commented that at the last meeting the consensus was to meet on the second Wednesday.

Chairperson Anthony stated that at the meeting tonight we had the authority to set a date and time.

Freddie Gordon commented that Wednesday nights were bad nights for meeting due to pastors.

Melissa McKeown commented that pastors could attend the meetings if they were not on Wednesday night.

Swindell Edwards made the motion for the set meeting date to be on the second Wednesday at 7:00 p.m. This motion died due to not receiving a second motion.

Chairperson Anthony asked for another motion.

Tiffany Wilson made the motion for the set meeting date and time to be the second Thursday of each month. Althea Richardson-Tucker second the motion. Chairperson Anthony took a vote on the motion as follows:

Ayes: Chairperson Surluta Anthony, Councilman Freddie Gordon, Althea Richardson-Tucker, Cynthia Baez, Melissa McKeown, Melvin Tate, Michael Hall, Lanny Lancaster, Selina Campbell, Steven Ramsey, Swindell Edwards, Tamara Williams and Tiffany Wilson

Nays: None

Chairperson Anthony stated the set date was the second Thursday of the month and the next meeting date would be Thursday, August 11, 2022.

Melissa McKeown made the motion to set the meeting date and time as second (2nd) Thursday of each month at 6:30 p.m. Tamera Williams second the motion. Chairperson Anthony took a vote on the new motion as follows:

Ayes: Chairperson Surluta Anthony, Councilman Freddie Gordon, Althea Richardson-Tucker, Cynthia Baez, Melissa McKeown, Melvin Tate, Michael Hall, Lanny Lancaster, Selina Campbell, Steven Ramsey, Swindell Edwards, Tamara Williams and Tiffany Wilson

Nays: None

Chairperson Anthony stated that the set meeting date and time would be the second (2nd) Thursday of each month at 6:30 p.m. Meeting location will be Mt. Calvary AME Zion Church sanctuary, 800 LaSalle Street.

Chairperson Anthony stated that the meetings should last around one (1) hour if we stay on task.

Freddie Gordon asked if the presentations should be ready to present at the August meeting. Chairperson Anthony answered yes.

Steven Ramsey asked if we could vote on the removal of members due to having a quorum? Chairperson Anthony stated that she would need to get clearance from the City Attorney.

Melissa McKeown commented that we need attendance by-laws for members and that this should be discussed at the next meeting. Chairperson Anthony stated that she would like to have attendance by-laws for the meetings.

With no other business to discuss, Chairperson Anthony adjourned the meeting at 7:35 p.m.

Minutes respectfully submitted by Sheila Couick.

Chairperson Surluta Anthony

Diversity, Equity, and Inclusion Committee
Meeting Minutes
September 8, 2022 – 6:30 P.M.

INFORMATIONAL STAFF NOTES ONLY

The Diversity, Equity, and Inclusion Committee met on Wednesday, September 8, 2022 at 6:30 p.m. at Mt. Calvary AME Zion Church in Monroe.

Staff Present: Debra C. Reed, Human Resources Director, Liaison
Sheila Couick, Minute Taker

Members Present: Althea Richardson-Tucker, Benita Sanders, Cress Barnes, Cynthia Baez,
Lanny Lancaster, Melvin Tate Co-Chairperson, Melissa McKeown, and Selina
Campbell

Members Absent: Chairperson Surluta Anthony, Councilman Freddie Gordon, Cynthia Brown,
Emily McGinnis, Ernest Collins, Jamie Nader, Lakeysa Medlin, , Matthew Belk,
Michael Hall, Michele King, Penelope Locklear, Steven Ramsey, Tiffany Wilson,
Tripp Helms, , Swindell Edwards, and Tamara Williams

Co-Chairperson Melvin Tate open the meeting at 6:32 p.m. by welcoming everyone to the meeting.

Co-Chairperson Melvin Tate stated that due to there not being a quorum that the minutes from the July 13 meeting could not be approved and accepted.

New Business:

Co-Chairperson Melvin Tate stated that at this meeting members needed to prepare for the council meeting on September 13 and that Chairperson Anthony and Councilmember Gordon would not be attending the meeting tonight.

Co-Chairperson Melvin Tate stated that letters had been sent out to all committee members in reference to their desire to either stay on the committee or be removed from the committee. There were three letters received for removal from committee and seven letters received to stay on the committee. Co-Chairperson Melvin Tate stated that it was going to be requested that the committee size change from twenty-five members to fourteen members with a quorum of eight which is basically the small group present tonight. A smaller group will allow for more to be done.

Debra Reed commented that the committee had talked at previous meetings about a smaller number and we were waiting for letters to come back for final count. This information will be shared at the October meeting.

Co-Chairperson Melvin Tate commented that in preparation for the council meeting that Althea Richardson-Tucker and Melissa McKeown had been selected to speak. Lanny Lancaster was asked if he would be at the council meeting and he replied yes. Co-Chairperson Melvin Tate stated he had talked with Councilmember Gordon and at this point we have created a mission statement and we don't know where to go from here. Co-chairperson Melvin Tate stated that Councilmember Gordon suggested that we also have Dr. Samuel come and be a part of the council meeting to summarize and present the business case for Diversity, Equity and Inclusion. Co-Chairperson Melvin Tate stated that we had fifteen

minutes at the council meeting to present. Co-Chairperson Melvin Tate stated that he would contact Chairperson Anthony and Councilmember Gordon in reference to having Dr. James Samuel at the council meeting. Co-Chairperson Melvin Tate stated that we are headed in the right direction with who will talk at the council meeting and with having Dr. Samuel present the overall business case. Co-Chairperson Melvin Tate stated that he had talked with Dr. Samuel about the council meeting and that there would be no charge for him to come and do the presentation.

Melissa McKeown stated that she had missed the last meeting and did not know about the speaking part but would be happy to speak, but she needed to talk with Co-Chairperson Melvin Tate and Althea Richardson Tucker in reference to what to say. Co-Chairperson Melvin Tate stated that Althea Richardson-Tucker and Melissa McKeown needed to talk about what to say at the meeting. Co-Chairperson Melvin Tate stated that Althea Richardson Tucker had an outline at the last meeting and that they could build on that. Sheila stated that a copy of the outline should be attached to the staff notes, however they were mistakenly left out of the packet.

Benita Sanders asked if the council meeting was at 4:30 p.m. and received a reply of yes. Co-chairperson Melvin Tate stated that we had fifteen minutes due to another presentation taking longer at the council meeting.

Co-Chariperson Melvin Tate asked Melissa McKeown and Lanny Lancaster to get together to discuss what should be said at the council meeting. Anyone who would like to add comments can send their comments to Melissa McKeown and Lanny Lancaster to be added to the presentation.

Co-Chairperson Melvin Tate recognized Althea Richardson Tucker when she arrived and informed her that she has been selected as a spokesperson at the council meeting on September 13. Co-Chairperson Melvin Tate stated that between Althea Richardson Tucker, Melissa McKeown and Lanny Lancaster they could perfect what would be presented at the council meeting. Co-Chairperson Melvin Tate also stated again that he had talked with Dr. Samuel and that he was coming to the council meeting to present the business case so that council would understand why DEI was important to the city. Dr. Samuel agreed to come and is not charging for this visit.

Debra Reed commented that she had talked with the City Attorney about small sub-committees meeting when the group breaks into smaller committees and that this was not allowed. When the group breaks out into smaller or sub-committees we are breaking the public meeting law unintentionally. The smaller or sub-committees still fall under the public meeting laws meaning that meeting notices have to be published to the public prior to the smaller or sub-committee meeting. Minutes have to be taken and be made public. Debra Reed mention that the City Attorney will mention this at the council meeting on September 13. Co-Chairperson Melvin Tate asked if the individuals could conduct a telephone conversation and would be considered the same as a meeting. Debra Reed replied yes it would.

Co-Chairperson Melvin Tate adjourned the meeting at 6:47 p.m. but then re-opened the meeting at 6:52 p.m. for discussion on the council presentation on September 13. Co-Chairperson Melvin Tate stated that we would start fine tuning the presentation to council and any input from the committee would be appreciated.

The talking points that Althea Richardson Tucker presented at the August meeting were mistakenly left out of the packet when copied. Althea Richardson Tucker stated that she could read them aloud to the committee. Althea Richardson-Tucker commented that with only having fifteen minutes at the council meeting that the committee needed to review the talking points from the last meeting. Althea Richardson-Tucker stated that they concentrated on the vision of DEI in Monroe and it's to incorporate

DEI program in every department, agencies, and business that is within an oversight of the city and eventually the county would incorporate the same philosophy throughout its departments. Union County is comprised of seven cities; therefore, in order for any DEI program to have significant impact in the county we envision that all seven cities adopting the City of Monroe's DEI initiative. Co-Chairperson Melvin Tate stated that Councilmember Gordon stated that we needed to stay within our domain of the City of Monroe. Althea Richardson-Tucker stated that she would only mention the city and remove any comments in reference to the county, would keep that DEI would bring awareness of conscious and unconscious bias in the workplace, and mention a DEI Manager for future planning. Co-Chairperson Tate commented that funding would be needed in the future for sustaining a DEI Manager in the future. Althea Richardson Tucker stated that it was suggested that we not tell but suggest a DEI Manager for future employment. Co-Chairperson Melvin Tate stated that Councilmember Gordon suggested that we make note of some funding needed for this DEI Manager. Althea Richardson Tucker asked if council ask what kind of funding is needed, how do we respond? The response was that a proposal would be written up and presented at a later time. A copy of the Althea Richardson Tucker's talking points is attached to these staff notes.

Co-Chairperson Melvin Tate recognized Debra Reed for comments on what was shared by Althea Richardson Tate. Debra Reed stated that many of the topics that were mentioned that the city already does some of them internally like making employees aware of diversity and we probably need to state to council to continue to make sure that this is an effort to make employees aware of diversity. There is a lot of work that has been done with the population changing and making employees aware of the diverse population. Cress Barnes stated that instead of focusing on the city so much we need to include that we want to work with the communities to educate and help. Co-Chairperson Melvin Tate stated that we needed to remember to work with the vision statement and to incorporate the statement. Debra Reed stated that council, as she understands, sees this as being broader in the future and not just falling on one organization. The key was to how do we start in the city and expand. Althea Richardson Tucker stated that was her intent and stated she would re-word to say how can we expand to the county level and have a broader effect on the community.

Melissa McKeown commented that funding is needed to sustain what we are doing now with creating a logo and going out and sharing it in the community. Melissa McKeown stated that maybe we should not ask for funding for DEI Manager just yet and ask for that in the future. We need funding to sustain what we are doing now. Althea Richardson Tucker stated that was her ideal for now for funding was to sustain what we are doing and the DEI Manager would be in the future.

Melissa McKeown stated that it is good that the city is doing some work internally, but we as a community members don't know that. So we need to continue that work and somehow make people more aware of the internal city work. Melissa McKeown stated that she didn't see anything outside of the DEI group happening. Debra Reed commented that the city over the years has conducted Citizens Academy, which had brought in citizens from the community, hosted roundtable luncheons with community leaders and conducts citywide mandatory employee diversity training every two years. Debra Reed commented that hopefully employees have shown their awareness in how they handle themselves in the community.

Co-Chairperson Tate commented that Melissa McKeown was talking about the need to increase awareness in the communities. Debra Reed commented all of the programs that she mentioned had incorporated the citizens. Selina Campbell commented that she had not heard of the programs and is very active in the community. Debra Reed commented that the Citizens Academy was posted on the city's webpage and by word of mouth. Citizens Academy used to be advertised in the newspaper. Selina Campbell ask how information was sent out to citizens and stated that she is on the Public Safety

Committee but did not know about the Citizens Academy program. Co-Chairperson Melvin Tate asked Selina Campbell if she was appointed to the Public Safety Committee and she replied no that she just signed up for it. Co-Chairperson Melvin Tate stated that what Debra Reed was saying that it becomes our responsibility to put the information out so that it is known. Debra Reed stated that Citizens Academy starts on September 12 and people have signed up to attend. There are seventeen citizens signed up with a max of twenty. Debra Reed commented that the roundtable luncheon is by invitation based on recommendations, which includes community leaders and other from the communities. The roundtable is the third week of September. It might be that a representative from this committee could come. Job postings are sent to the community leaders because they asked for the information.

Melissa McKeown stated that we needed to be an advocate for programs already in the city and let people know that they are happening. Debra Reed commented that the city has an internal diversity advisory committee made of up employees that handle these programs. Co-Chairperson Melvin Tate stated that it was good to know this information so we can connect some of the dots.

Co-Chairperson Melvin Tate stated that the partnership with the Union County Chamber is a hard partnership because we are the new kids. The Union County Chamber has funding and a huge membership and they are not considering us to be an important factor. Co-Chairperson Melvin Tate and Chairperson Surluta Anthony are at odd with it due to Councilmember Gordon thinking it would be good due to the Union County Chamber having funding, but we cannot sell out our reason for being. We are here to transform the thinking, the mindset of how we relate, how we hire, how we think about other neighbors, so it become important that we don't go in and say we are together and wind up having a job fair. Co-Chairperson Melvin Tate state his own experience in asking Pat Khal for a listing of companies and Pat sent them to him after about two months but the format that he received was over the internet and the problem was that the people who need jobs don't have access to the internet. Co-Chairperson Melvin Tate stated that he ask her a reason as to why she could not provide the list in a format to him that he could re-produce and give it out. If you are serious you have to quit saying that you have jobs and willing to hire; but the list never gets out of the office.

Co-Chairperson Melvin Tate commented that people at the meeting tonight did not know about the programs. Debra Reed stated that these programs are conducted at the same time each year and we try to do word of mouth and post it on the city's webpage, but like it has been said not everyone has internet. We try to send out information to those who graduate from the Citizens Academy asking for recommendations and keep in mind nobody read the newspaper hardly anymore. We could advertise in the newspaper but it is expensive to advertise. It was easy to put something in the newspaper at one time but not now. Co-Chairperson Melvin Tate stated that people are starting to think like computers they don't think about the human elements or for the reasons that people can't access information. Some people are not technology ready.

Benita Sanders commented that she had seen the city's website with the job postings. People are saying they don't have internet, but if a person has a cell phone then they have a computer with internet access. Individuals need to follow up on applications which is something they may not know and we need to teach them. The Literacy Council has move to SPCC and they have computer to help look for jobs, help with resumes', help with cover letters and human techniques. Same thing with the library. Benita Sanders stated that in her opinion no internet is an excuse.

Co-Chairperson Melvin Tate commented Benita is thinking about people that are already connected with technology and we are dealing with a different population and community who we need to take their hand and walk them through the processes – they need coaches and mentors. We are a helping hand to get to the resources. The library is running over with people who use the library to look for jobs

but then when they go online somehow they don't finish the application which leads to frustration. Co-Chairperson Melvin Tate commented that he was a community health center worker and he had to help individuals. He commented that we have lost some of the human compassion to be sensitive that everybody is not where we are.

Debra Reed stated that there is a computer at the City of Monroe City Hall lobby for applicants and someone will come out to help applicants with the online process. We don't take paper application unless there is some type of medical condition which does not allow a person to complete an online application. This is how you make accommodations. Not everybody has a phone and everybody doesn't know how to follow the instruction once they get there.

Melissa McKeown stated that some people don't have email accounts or have any type of technology awareness. Debra Reed stated that people can set up an Gmail account. Melissa McKeown stated that people have aged out of manual labor jobs and don't know how to use a computer. Melissa McKeown stated that her team helps these individuals fill out applications but they don't know how to follow-up with the email. People are in a lot of different places and we just need to recognize that there is not a one size fits all approach. Debra Reed commented that part is true, one of the things that we did earlier on at a roundtable luncheon was to get the community leaders to help with the recruiting of jobs. Community leaders talked to individuals and made recommendations and provided coaching. There were three African American males hired into the fire department from this recruiting effort and they are still with us today. There was a disconnection in the understanding in the community on the position and the community leaders helped. We can't do this by ourselves, we have to have the community to help. It is about relationships.

Co-Chairperson Melvin Tate stated that part of the mission statement's responsibility was to remove barriers and that these are barriers we need to recognize. Co-Chairperson Melvin Tate shared with the committee a story from Pat Khale who stated that they hire a Hispanic female to help with the recruiting efforts and she went out in the community to recruit and everyone she tried to recruit turned her down saying they did not feel comfortable in that job's environment she was recruiting for. This is why DEI is important.

Cynthia Baez stated that NC Works, on Skyway Drive, has free computers for use by individuals and offer help with applications. NC Works also provides different training and workshops are free and some are virtual. Some people just don't follow through. Melissa McKeown stated that a person has to have transportation to get to this location.

Co-Chairperson Melvin Tate stated that we are the people with the resources and are in position that can pass on information. There is a breakdown in communication and there is a part where we are failing people who could be better off if we take the time.

Althea Richardson-Tuckers stated that she was getting ideals for the council presentation. It is clear that the City has been doing something for diversity. So we have to come to the table to show why we are important – what it is that we are offering the community. Some of the things that she wrote down will need to be re-worded. Debra Reed stated that the city is doing a lot of diversity internally, we need to make our community aware of what is being done. Althea Richardson Tucker stated that she understood that and that the rewording was that the DEI initiative is about how do we bring these ideals out to the community for them to understand. It's not just the community but to make the city realize and understand what they need to do to outreach more to the community. We also believe that if there was a DEI Manager the programs could be more cohesive with there being one person that these things could be channeled through and can make sure that each department is really compiling with the

diversity training received and what it is looking for. How do you know that the departments are doing what they are supposed to do – how are they accountable – do you say that you are looking for a certain number of people to be hired and what are the demographics. Co-Chairperson Melvin Tate stated that is something for down the road and for now we are trying to stay alive. Althea Richardson Tuckers stated that for now we are trying to sell our mission statement. Co-Chairperson Melvin Tate commented that is correct we are trying to sell the mission statement. Althea Richardson Tuckers stated that we needed to state our intentions and that is more community involvement. Melissa McKeown stated that we could start with the mission statement and then work on it from there. Co-Chairperson Melvin compliment what is already in place and acknowledge the diversity advisory committee that is in place and now we are coming to Diversity, Equity, and Inclusion. Co-Chairperson Melvin Tate stated that we needed to continue to reach out and build on raising level of awareness and consciousness of our diversity. Debra Reed stated that we didn't need to make organizations feel that nothing has been done anything.

Melissa McKeown state that we need to share mission statement, value that it brings, value of what we have, being ambassadors, and funding. Need to request committee size change to fourteen.

Co-Chairperson Melvin Tate commented that Debra Reed had talked about that earlier and ask Sheila for clarification. Sheila Couick stated was something the Chairperson Anthony was going to address at the meeting which was the reducing of the committee number and why. Co-Chairperson Melvin Tate stated we needed to remind Chairperson Anthony that the number was going from twenty-five to fourteen with a quorum of eight.

The question was asked how many people were appointed that never showed up. Sheila Couick commented that information would be available at the next meeting, still in the process of pulling the information together. Co-Chairperson Melvin Tate ask if the number was twenty-five and receive a yes response. Sheila Couick stated that three letters were received for removal from committee and seven letters were received to stay on committee for a total of ten letters received out of twenty-five. Chairperson Anthony and Councilmember Gordon will also remain on the committee making it a total of nine. Sheila Couick stated that there were twelve letters not received back and will need to look back over the attendance records for the ten meetings that have been scheduled to see how many they have attended. Co-Chairperson Melvin Tate stated that due to the nature of our meetings it is imperative that we have regular attendance to do the work. This will justify reducing the number to fourteen so that the quorum would be eight.

Benita Sanders asked if we had fifteen minutes Surluta Anthony will talk and that is when we are going to drive home the mission and why. Will council also be asking questions within that fifteen minutes? Co-Chairperson Melvin Tate commented we had fifteen minutes to present but we needed to allow for questions from councilmembers. We need to give council time to ask questions at the end so that we can respond. Co-Chairperson Melvin Tate stated that Councilmember Gordon said we had fifteen minutes to present out of thirty minutes so questions could be asked and the less is better.

Cynthia Baez commented that Melissa, Althea, and Lanny would speak, then Dr. Samuel could have five minutes and Chairperson Anthony could request the committee size change. Co-Chairperson Melvin Tate stated that we had a general ideal of how to approach the presentation. We need to start putting that together. Debra Reed commented that one person should summarize the presentation and send it out to committee.

Co-Chair Melvin Tate stated that everyone would have to sign in so members needed to be at City Hall ten to fifteen minutes before the meeting.

Cress Barnes stated that she probably would not be attending. Co-Chairperson Melvin Tate asked if he could share why and Cress Barnes replied yes. Co-Chairperson Melvin Tate commented that we talk about embracing communities and Cress Barnes has reached out to a community that most people neglect – the LGBTQ (lesbian, gay, bisexual, transgender, queer or questioning) community. The LGBTQ community has provided PRIDE (promotion of the self-affirmation, dignity, equality, and increased visibility of lesbian, gay, bisexual, and transgender people as a social group) In Union County. Co-Chairperson Melvin Tate stated that we do not need to be behind, we need to be aware that there is a community that we need to embrace. Cress Barnes stated she would go if needed to the meeting on September 13.

Althea Richardson-Tucker suggested sending out a notice to members to attend the council meeting. Co-Chairperson commented that Chairperson Anthony was going to call members.

Cress Barnes asked about the logo stating she thought we had one. The reply was that Michael Hall has not had time to work on one. Cynthia Baez stated that she had worked on something and share the draft drawing of the logo. Cress Barnes stated that the committee would need to vote on the logo design.

Melissa McKeown read her draft press release aloud to the committee. A copy of the draft press release is attached. Althea Richardson Tate stated that would be a great opening for the September 13 meeting. Melissa McKeown stated that she didn't know if the DEI committee was listed on the city's website. Sheila commented that it was on the City of Monroe Regular Meeting schedule and it is listed under the Committee Agendas and Packets also.

With no other business to discuss Co-Chairperson Melvin Tate asked for adjournment. Cress Barnes made the motion to adjourn the meeting and Benita Sanders second the motion. The meeting was adjourned by vote of all in attendance:

Ayes: Althea Richardson-Tucker, Benita Sanders, Cress Barnes, Cynthia Baez, Lanny Lancaster, Melvin Tate Co-Chairperson, Melissa McKeown, and Selina Campbell

Nays: None

Meeting was adjourned at 7:40 p.m.

Respectfully submitted by Sheila Couick, Minute Taker

Attachment: Provided by Melissa McKeown

ADD LOGO AFTER IT'S APPROVED

FOR IMMEDIATE RELEASE – City of Monroe, Announces Diversity, Equity, and Inclusion Mission Statement.

The City of Monroe DEI committee began work in August 2021. The committee is comprised of local citizens and community leaders who have worked together, along with a consultant, to create the City of Monroe's DEI mission statement, which was adopted by City Council on May 10, 2022.

“The City of Monroe is committed to ensuring that barriers of inequality are removed, and all voices are heard. We will develop and improve socio-economic opportunities. We pledge to promote open and inclusive conversations to foster cultural sensitivity that creates a sense of belonging.”

The City of Monroe DEI committee meets monthly. For more information or to find out how you can be involved, please visit <city website????>.