

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

April 13, 2023 – 6:30 P.M.

AGENDA

Meeting will be conducted in the sanctuary.

1. Call to Order
2. Acceptance and approval of March 9, 2023 minutes
3. Old Business
4. New Business
5. Adjournment

Mission Statement

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.

Diversity, Equity, and Inclusion Committee
Meeting Minutes
March 9, 2023 – 6:30 P.M.

The Diversity, Equity, and Inclusion Committee met on Thursday, March 9, 2023, at 6:30 p.m. at Mt. Calvary AME Zion Church in Monroe.

Staff Present: Debra Chestnut Reed, Human Resources Director, Liaison, and Sheila Couick, Minute Taker

Members Present: Chairperson Surluta Anthony, Councilman Freddie Gordon, Benita Sanders, Cress Barnes, Cynthia Baez, Melissa McKeown, Melvin Tate (Co-Chairperson), Michael Hall, Selina Campbell, Swindell Edwards, Tamara Williams, and Tiffany Wilson

Members Absent: Althea Richardson-Tucker, Lanny Lancaster

Chairperson Anthony open the meeting at 6:30 p.m. by welcoming everyone to the meeting.

Chairperson Anthony stated since there was a quorum the minutes from January 12, 2023 minutes needed to be reviewed and accepted.

Approval of Minutes:

Chairperson Anthony allowed time for the members to review the January 12, 2023 minutes and asked for a motion for approval. Tiffany Wilson made the motion to approve the January 12, 2023 minutes as presented. Cress Barnes second the motion. Chairperson Anthony asked for a show of hands for the approval of the minutes.

Ayes: Chairperson Surluta Anthony, Councilman Freddie Gordon, Benita Sanders, Cress Barnes, Cynthia Baez, Melissa McKeown, Melvin Tate (Co-Chairperson), Michael Hall, Selina Campbell, Swindell Edwards, Tamara Williams, and Tiffany Wilson

Nays: None

The minutes from the January 12, 2023 were approved and accepted by all in attendance.

Old Business:

Chairperson Anthony stated that the Union County Chamber of Commerce Job Fair would be on May 17, 2023 and the responsibility of the Diversity, Equity, and Inclusion Committee was to help increase the participants at this job fair. Chairperson Anthony commented that we would be working in the following communities to hand out information: Sutton Park, Quality Hills, Winchester areas called New Town and Benton Heights. Key people in these communities that will work with us to hand out information are as follows: Sutton Park – Ernest Collins and Leroy Heath and in Quality Hills – Benita Sanders, Lorna Burns and Florence Miller. The Winchester Area (Maurice Street and Winchester Avenue) will be handled by members of the Diversity Equity and Inclusion Committee.

Chairperson Anthony stated that South Piedmont Community College could conduct a class to help residents prepare for the job fair if there were fourteen interested participants.

Chairperson Anthony stated that if a Diversity, Equity, and Inclusion member wants to work in a certain community or neighborhood that has not been suggested they need to let her know.

Tiffany Wilson asked where the job fair would be held and if transportation was going to be provided to the job fair. Chairperson Anthony stated that transportation will not be provide. Chairperson Anthony stated that something to keep in mind is if a participant is hired then they would need to have reliable transportation to the job.

New Business:

Shirts:

Tiffany Wilson presented the cost of t-shirts and polo shirts for the committee. Tiffany stated that she had obtained pricing from Sports to You for long-sleeve t-shirts, short sleeve t-shirts, and long sleeve polo shirts. Tiffany stated that she had sent the Diversity, Equity, and Inclusion logo to Sports to You and they stated that they would not be able to duplicate the hands due to multiple colors in the tattoos. Cost for the shirts is dependent on the style of shirt and if the logo is embroidered or screen printed. The hands in the logo cannot be done if embroidered. The hands can be done if screen printed on the shirts. There is a \$25 set up charge for the screen print logo and a \$50 set up charge for the embroidery without the hands.

Benita Sanders asked if the cost of the shirt would deplete the budget amount allocated for these items? Tiffany Wilson commented that it would not and that there would be funds for other items.

Chairperson Anthony proposed to the group that t-shirts would be worn when working outside or doing manual labor and that the polo shirt would be worn when attending events. This would need to be voted on and she wanted everyone to think about it.

Chairperson Anthony stated that we may or may not get pens and that the pens are a promotional item. There is a separate line item for promotional items.

Benita Sanders asked what type of promotional items are being considered. Chairperson Anthony stated that promotional items included newspaper advertisements and a table cloth.

Chairperson Anthony asked the members what type of shirt did the committee members would like - an embroidered polo shirt without the hands and logo only and/or a t-shirt. Tiffany Wilson asked if she needed to get a quote for the embroidered shirts with the hands. Chairperson Anthony stated that the hands needed to be shown in the logo. Tiffany Wilson stated that she would get pricing on that from Sports to You. Tiffany Wilson stated that the pricing was \$21.50 - \$26.50 for short sleeve polo shirt and \$13.00 - \$20.00 for a long sleeve t-shirt. For a performance type short sleeve t-shirt the pricing is \$10.50 – \$18.00.

Melissa McKeown stated that when you do multiple colors embroidery it cannot be done due to the thickness of the colors stacking on each other. Tiffany Wilson stated that the screen printing would not be a problem with the multiple colors. Chairperson Anthony asked if there was any objection to screen printing. There was not response to having a screen printed shirt versus an embroidered.

Chairperson Anthony took a vote on short sleeve or long sleeve t-shirt. A comment was made that it would depend on the time of the year. If we got short sleeves then a long sleeve shirt could be worn under it. The consensus of the group was for short sleeve t-shirt with screen printing.

Chairperson Anthony took a voted on the color for the shirts. The consensus of the group was to go with a heather grey t-shirt and a black polo shirt. Councilmember Gordon suggested that the wording be in a contrasting color on the shirts. Chairperson Anthony asked everyone to give Tiffany their shirt sizes before leaving the meeting. Keeping in mind if you can wear a shirt under it.

Chairperson Anthony asked Benita Sanders to follow up on pricing for a table cloth which would be black with the logo on it.

Job Fair:

Chairperson Anthony stated that we had discussed what the responsibilities would be for the job fair and asked if there was anything else to discuss. Councilmember Gordon asked if other community members could be invited to this meeting to discuss how to get people to attend the job fair. Chairperson Anthony stated that we could invite them but she did not know if they would come to a meeting and she stated that we probably would need to go to them.

Chairperson Anthony commented that we needed to go to the neighborhoods and provide information to help residents understand what we are doing and asked for volunteers to help with this. Chairperson Anthony stated the Mr. Collins and Mr. Heath understand that we need them to get people to the job fair. We need to sit down other citizens with and go over the information with them. Chairperson Anthony stated that we also needed people to go to the churches and hand out flyers. Selina Campbell, Melissa McKeown, Cress Barnes, Chairperson Anthony, Councilmember Gordon, Tiffany Wilson, Swindell Edwards, and Tamera Williams will work on getting flyers into the neighborhoods. Chairperson Anthony stated that she would create a list of churches and would provide this list to all members by Tuesday for members to decide which church they would contact. Cynthia Baez asked if there was a script that could be shared so that everyone would be providing the same information.

Chairperson Anthony stated that she would be getting a flyer from the Union County Chamber which would have the job fair information on it. Once we have the flyer then we can inform the neighborhoods and churches of the educational piece. If we can get fourteen people interested in a training class, then SPCC will teach a class. Chairperson Anthony stated that the recreation centers could be used for training. Chairperson Anthony stated that flyers need to be posted in all shops. Tiffany Wilson commented that she would place a flyer in the probation office. Chairperson Anthony asked Tiffany Wilson to create a list of places for flyers to be posted. Cynthia Baez stated that she would reach out to Thomas Foster, NC Works, about an email blast. Chairperson Anthony stated that she needed to two people to work with her to get a list of churches and a list of places for flyer posting. This information will be sent out to everyone. At the next meeting we will discuss what progress has been made on getting the information distributed based on the listings. The flyer needs to be done in Spanish also.

Melissa McKeown asked the about the location of the job fair. Chairperson Anthony stated that it would be at the Union County Agricultural Center.

Tiffany Wilson commented that something needed to be posted at SPCC.

Chairperson Anthony stated that we did not read the mission statement out loud at the beginning of the meeting and requested the reading of the mission statement.

Chairperson Anthony asked if there was any other business to address. Co-Chairperson Tate stated that on South Piedmont Community College would be hosting a government grant certification class starting on March 14. The Union County Chamber is sponsoring this program.

Debra C. Reed commented that we needed to be able to determine participants that attend the job fair due to hearing about it through the Diversity, Equity, and Inclusion Committee advertisements.

Chairperson Anthony stated that the Union County Chamber of Commerce Job Fair was going to be held on Wednesday, May 17, 2023 at the Union County Agricultural Center. Chairperson Anthony stated members could help at the job fair.

Councilmember Gordon stated that Dr. Samuel will be contracted for six (6) sessions according to the minutes and ask if the sessions could be spread out maybe quarterly instead of monthly. Chairperson Anthony stated that it would not be six sessions and that we would try to spread it. We will not be using Dr. Samuel before the job fair. Chairperson Anthony stated that Dr. Samuel will be used as consultant and not a facilitator. Swindell Edwards commented that the momentum may die out if Dr. Samuel's time is spread out. Chairperson Anthony stated that we would discuss this more once the job fair is done.

Chairperson Anthony asked for a motion to adjourn the meeting with no other business to discuss.

Melissa McKeown commented that she was slightly disappointed with the Chambers about the transportation needs not being addressed. Chairperson Anthony stated that this could still be discussed with the Chamber.

Chairperson Anthony adjourned the meeting at 7:05 pm.

Minutes respectfully submitted by Sheila Couick.

Chairperson Surluta B. Anthony