

# City of Gainesville

*City Hall  
200 East University Avenue  
Gainesville, Florida 32601*



## **Minutes - Final**

**February 18, 2020**

**2:00 PM**

**Roberta Lisle Conference Room - Room 16**

## **Race & Equity Subcommittee**

*Commissioner David Arreola (Vice-Chair)*

*Commissioner Gail Johnson (Chair)*

*Commissioner Harvey Ward (Member)*

*Commissioner Helen Warren (Member)*

**CALL TO ORDER - 2:04 PM**

**ROLL CALL**

**Present** 4 - Chair Johnson, Member Ward, Member Warren, and Vice-Chair Arreola

**ADOPTION OF THE AGENDA**

**A motion was made by Member Ward, seconded by Member Warren, that this Matter be Adopted. The motion carried by the following vote:**

**Aye:** 3 - Chair Johnson, Member Ward, and Member Warren

**Absent:** 1 - Vice-Chair Arreola

**APPROVAL OF MINUTES**

[190884.](#)

**Approval of Minutes from the January 7, 2020 Race & Equity Subcommittee Meeting (B)**

RECOMMENDATION

*The Race and Equity Subcommittee approve the minutes of January 7, 2020.*

**A motion was made by Member Ward, seconded by Member Warren, that this Matter be Approved as Recommended. The motion carried by the following vote:**

**Aye:** 3 - Chair Johnson, Member Ward, and Member Warren

**Absent:** 1 - Vice-Chair Arreola

**DISCUSSION OF PENDING REFERRALS**

[190926.](#)

**Extension of Race and Equity Subcommittee (NB)**

*Motion: Recommend to the City Commission to extend the sunset for this Committee to April 30, 2020, and that we encourage the Commission to discuss the future beyond the April 30, 2020 meeting.*

*Nicolle Shalley, City Attorney spoke to the City Commission rules.*

RECOMMENDATION

*The Race & Equity Subcommittee discuss and take action deemed appropriate.*

**A motion was made by Member Ward, seconded by Vice-Chair Arreola, that this Matter be Approved, as shown above. The motion carried by the following vote:**

**Aye:** 4 - Chair Johnson, Member Ward, Member Warren, and Vice-Chair Arreola

[190927.](#)**Communication Strategy (B)**

*Shelby Taylor, Communications & Marketing Manager gave a presentation on Diversity Equity and Inclusion.*

*Deborah Bowie, Assistant City Manager stated that there are opportunities with HR to normalize the conversation internally with on boarding, new employee orientation, update marketing and messaging, and aligning it with with the priorities of the City.*

*Teneeshia Marshall, Equal Opportunity Director stated that they are talking about having some type of equity diversity inclusion questions that are part of the interview process.*

*Next Steps - Communication messaging, Human Resources organizational learning piece (messaging, how to communicate to employees, training opportunities), staff will report to the full Commission (show Powerpoint slide) on April 1, 2020.*

**RECOMMENDATION**

*The Race & Equity Subcommittee discuss and take action deemed appropriate.*

**Discussed**[190640.](#)**Immediate Procurement Strategies (B)**

*Teneeshia Marshall stated that she is a bit cautious to fix anything now because we have not had a disparity study yet. She did make a suggestion to get rid of the Demand Star fees so everyone can gain access.*

*Diane Wilson, Finance Director spoke to simplifying the processes, ERP steps, looking at bid documents, better education, vendor events, engaging as a Charter. She spoke to the General Government Procurement Recommendations memo.*

*Doug Drymon, Procurement Manager spoke to the matter.*

*Kristie Williams, Utilities Administrative Services Director spoke to the GRU Deliverables for Race and Equity Subcommittee memo. She's looking at different opportunities to be more progressive in this area. Would like to see more events take place.*

*Jim Frampton, GRU Procurement Manager spoke to the matter.*

*Sylvia Warren, Equal Opportunity Manager spoke to the matter.*

*Chair Johnson spoke to the WMBE Participation in the Purchase of Goods and Services.*

*Below is the revised wording.*

- 1. Use the same nomenclature across the entire City organization.*
- 2. Disaggregate data and making that a standard operating procedure.*
- 3. Accept certifications from other entities (e.g., the University of Florida, Greater Gainesville Chamber). Recommend that the Mayor reach to other entities.*
- 9. Institute a Working Capital Loan Program (incorporate into the microloan program).*
- 12. Report data about new and minority women owned participation to the City Commission, as an agenda item, once every six months.*

*Cross off the list. #5, #9*

*Data Collection* - *Below is the revised wording.*

- 2. Collect data on disaggregated minority owned businesses doing business with the City for the first time. Report on new vendor applications per quarter.*
- 3. Schedule a "Potential Communications Day with purchasing staff (i.e., those making purchasing decisions) within 2 months of initiation in order to share changes.*

*Cross off the list. #1*

*There was discussion on the City of Seattle Inclusion Plan.*

*Member Ward suggested creating a list of actual peer cities (size and resource wise).*

*Charters will meet and discuss the list of items before April 1, 2020.*

1) Staff will report back with a list of procurement recommendations; 2) EEO office to work on a list of peer cities; and 3) Mayor to send out a letter to other entities about procurement.

RECOMMENDATION

The Race & Equity Subcommittee discuss and take action deemed appropriate.

Discussed

[190821.](#)

**Community Partners and Equity (B)**

Ms. Bowie will draft a letter from the Manager's office to get a sense of where the community is.

RECOMMENDATION

The Race & Equity Subcommittee discuss and take action deemed appropriate.

Discussed

**PUBLIC COMMENT**

*Kali Blount*

**MEMBER COMMENT**

**NEXT MEETING DATE - March 3, 2020**

**ADJOURNMENT 4:40 PM**