



City of Lansing DEI Advisory Board Meeting Minutes

Tuesday, October 3, 2023

5:30 p.m. – 6:30 p.m.

City Hall, 7th Floor, Lansing, MI

Attendance: Muhammad Qawwee II, Randy Watkins

Amber Reed, Emily Sorroche, Kendall O'Connor, Prince Jerold Solace, Florensio Hernandez, Raquel Sparkman

Staff: Elizabeth O'Leary, Willard Walker, Delvata Moses, Andrea Collier Kim Coleman was absent.

Others: Teresa Bingman (Consultant), Ashley Green (Consultant, The Advocacy Group), Tina Alonzo (Consultant, The Advocacy Group)

The meeting was called to order at 5:30 pm, by Chair Qawwee

A quorum was established. Board Members introduced themselves during roll call.

The minutes accepted with corrections and additions.

Public Comment: There were no public comments

Sargent of Arms report by Kendall O'Connor

- Read out standards of practice for the meeting

Discussion on Extending Public Comment

- Chair Qawwee made the recommendation to offer three minutes of public comment.
- Randy moved to change the time to 3 minutes, 5 approved; 0 nos; The motion was carried.
- Florensio asked if there was a way for the public to give feedback, in addition to public comment section.
- TAG discussed the process involved in changing the amount of time of public comment. The recommendation must have final approval from the city attorney.

Communication plans and methods discussion:

- Kim Coleman informed the DEI Board that the City does not issue emails to volunteer city boards. She did inform the board that there is an email available that is a main DEI account that is monitored, where the emails can be forwarded to the Chair, who can then disseminate them.
- Randy suggested that board members may want to create a new email account specific to this work.
- Kendall suggested that subcommittee chairs have their own email. She said she will be creating her own email;

External Communication

- o We will need to discuss how the board will want to complete work with the city, continue discuss how we want to move forward.
- o

Discussion of subcommittee reports

- o TAG encouraged the subcommittees to begin meeting before the next DEI Advisory meeting in November.
- o Reports from the subcommittees will be written and sent to the Chair and the Secretary of the board to help shape the agenda.
- o The Board agreed that all future agendas will have subcommittee reports listed and made available to the entire DEI Board.
- o The Board would make sure the MREJ plan is moving forward as written, and being carried out.
- o Kim Coleman made the note that police and fire are not included within the purpose of the DEI board. The police commission was established through an ordinance, DEI Board is advisory, The City has no regulatory authority over the police and fire. That doesn't prevent proposed action, maybe there could be some type of collaboration.
- o The accountability and transparency will be written in the report from the subcommittees and in our DEI Report.

- Randy suggested that an old business item be added to all agendas moving forward.

The next DEI Board meeting is scheduled for January 9, 2023, at 5:30 at City Hall, 7th floor, Public Works Conference Room.

The meeting was adjourned at 6:45 pm