



City of Lansing DEI Advisory Board Minutes
Tuesday, February 6, 2024
5:30 pm – 6:30 pm
7th Floor City Hall
Lansing, MI

Attendance: Muhummad Qawwee, Prince Solace, Raquel Sparkman, Emily Sorroche, Florensio Hernandez, Randy Watkins, Amber Denny

Staff: Kim Coleman (HRCS), Andrea Collier

Others: Amany Williams (OCA), Teresa Bingman (Consultant), Tina Alonzo and Ashley Green (Consultants, The Advocacy Group)

The meeting was called to order at 5:47pm by the Board Chair.

Emily Sorroche conducted the roll call.

Approval of the agenda: Agenda was approved.

Approval of the minutes: The minutes were approved.

Public Comment: There was no public comment.

Discussion of Board Retreat on February 16, 2024

- 9am – 1pm Feb 16th at Foster Community Center
- Tina Alonzo from the Advisory Group shared the agenda with the Board. .
- There was a chart sent out. Board members were asked to review prior to the meeting. The Board will work together on the timeline for priorities.
- Tina Alonzo asked Board members to review the documents prior to the retreat. They will be asked to finalize their goals and workplans at the retreat.

Directors Report

Kim Coleman noted there was a tentative offer made to an individual, for the DEI position and they are awaiting confirmation from Human Resources and acceptance of the position.

Committee Reports

- Justice and Safety Committee (report submitted)
- Economic Empowerment (report submitted)
- Community Sustainability Committee (No update at this time)

Old Business

Amany Williams, City Attorney updated the Board on procedures for meetings:

- Subcommittees are public meetings and must be announced to the public 18 hours in advance.
- Open Meetings Act documents was passed out for review.
- The Board was created by an Executive Order by Mayor, then now changed into a City ordinance. Whatever applies to City Council meetings now applies to the DEI Advisory Board.
- If there is no quorum, the Board cannot meet. The Board can take public comment. After the public comment finishes, the meeting must adjourn.
- Board members can have a social gathering, but nothing to be discussed that relates to this Board.
- No proxy votes are allowed for Board members.
- No virtual vote is allowed.

New Business

- Proposed 2024 meeting dates were presented.
- There was discussion to address July 4, Labor Day and November 5 (election day).
- Kim Coleman will check to make sure there is room availability to book the space.
- Florensio Hernandez moved to accept the 2024 meeting dates, and revisiting the July, September and November meeting dates; Raquel Sparkman seconded the motion, and it was passed.
- Chair Qawwee discussed Board term limits. Ms. Coleman noted the term limits are listed in the Board folders. She stated that the Mayor determines appointments and continuation of individual terms.

Meeting Adjourned at 6:45