

**City of Hyattsville  
Race & Equity Task Force Committee  
Minutes  
November 15<sup>th</sup>, 2023  
2:00 pm-3:00 pm**

**PRESENT**

**Task Force Members:**

- Co-Chair Jennifer Gafford (JG)
- Record Keeper Secretary Jocelyn Medallo (JM)
- Member Daniel Amador (DA)

**Staff:**

- Race & Equity Officer Shakira Louimarre (SL)

**2:06 pm - Welcome & Call to Order – Co-Chair Gafford**

**2:06 pm - 2:06 pm – Roll Call – Co-Chair Gafford**

**2:07 pm - 2:07 pm – Acknowledgement of Guests– Co-Chair Gafford**

- No community guests in attendance.

**2:08 pm - 2:09 pm – Adoption of September and October Meeting Minutes- Co-Chair Gafford**

- JSM moves to approve; DA seconds

**2:09 pm -3:01 pm – Equity Plan Work Session– Liaison Louimarre**

- During our last meeting, the group spoke about getting presentation in front of Council in December or January before the budget was solidified. The timeline has been close. We have two options:
  - Option 1: Present in January. The pros: draft can get in front of Council as they talk about the budget and you will be taking a step forward in getting the plan finalized. The cons: although the draft would be in front of Council, when you factor in getting Council's commentary and community engagement on the draft, the time needed for the designer to have it ready for copy editing and translation, this would very likely far exceed when Council is talking about the 2025/2026 budget. It wouldn't have the impact you envision.
  - Option 2: The other option is to push it back and have the actual presentation be in February / March 2024. There is more time to discuss. During the last call we did a group activity of putting together best practice action plans, desired outcomes and

community indicators for those outcomes. We are bound by the Open Meetings Act, meaning it is difficult to work on this document outside of these meetings.

- JG: If we push back the timeline further out, how will that impact when the budget considerations take place?
- SL: If we push it out, it would be unlikely that we have a line item in the 2024/2025 budget. For example, one of the recommendations was a community ambassadors. This item needs a budget. It would be unlikely that there would be a specific line. If a Council member wanted to champion a particular recommendation, they may find funds that are a priority. It would be somewhat unlikely that there would be major budget moves in terms of this document, in terms of this upcoming year as there are some budgetary restraints.
- JM: I don't want us to rush it but are missing an opportunity if we push it back? If we push it back, are there any activities and line items that could be funded this year?
- DA: It doesn't hurt to present what we have in January with the understanding that some of those things will not get funded and may require additional discussion and community engagement, or additional exploration of the departments. I don't know how much value we have if we don't have the input of Council. Was there additional movement in the presentation we put together and if that document has matured?
- SL: What I am hearing is let's do it well, but aim to get it in front of Council in January. There is movement in the Circulator study in the next year. During the last meeting and in the preparation documents shared, that document has all of your recommendations listed out and it is mostly those recommendations that need to be together for the Council presentation. Where the bulk of the work needs to happen is finalizing those recommendations and being clear that is what we are recommending. There will be a session where I bring that together and you review it. You will also need a practice session to assign roles. Then there will be the actual meeting. In the most condensed form, that would be at least 4 meetings to come together. Does that seem feasible?
- DA: It will be based on group availability. We have a meeting on Tuesday, November 28<sup>th</sup> and then December 19<sup>th</sup>. Council meetings in January 2024 – that may give us until January 15<sup>th</sup>.
- SL: The group agrees to attempt presenting at the January meeting. Agreed to meeting December 13 mid-day and will check with Co-Chair Freemyn.
- DA: Request for SL to send over reference materials to prepare in advance of our meetings.

- **Group review and discussion on [the Recommendation Spreadsheet](#) and next steps.**
  - SL: I matched one of the conditions for well-being to one of the [Seven Vital Conditions for Health and Well-Being](#). Options for this meeting: we can go through each cell and discuss together; or go through rows B-C as a group and you can share individual commentary on what should go in columns D-F and I will review and add by the next meeting.
  - JG: How does this comply with Open Meetings Act?
  - SL: Whatever comment you make in your section, we would come together to discuss those comments and implement them in person during an open meeting work session. We will do 1 example from each of the topic areas.
- SL shared resources to help us during this activity:
  - Definitions of the terms '*Desired Results*', '*Community Indicators*' and '*Evaluation and Accountability Measures*' are in [GARE GETTING TO RESULTS](#) (pg. 8-9)
  - Seven Vital Conditions for Community Health and well-being which are potential *Desired Results* are noted in [Community Commons](#)
  - List of potential *community indicators*
    - [National Neighborhood Indicator Partnership Neighborhood Data Inventory](#)
    - [US Department of Housing and Urban Development Healthy Communities Transformation Initiative](#)

Regarding Evaluation and Accountability (Column E), we want to think about how the city should measure the implementation of the suggested program at the city level ( not at the county, or national level like with *community indicators*)

### **3:02 pm – Adjourn Meeting – Co-Chair Gafford**

- DA moves; JM seconds.