

**City of Wyoming**  
**Diversity and Inclusion Task Force**  
**October 13, 2020**  
**Council Chamber**  
**7:00pm**

**Meeting Minutes**

**MEMBERS**

In attendance: David Ambrose, Mandy Flynn, Lonnie Grayson, Becky Johnson, Cindy Peebles, April Robles, Nedra Ward, Judd Weis

Excused absence: Christopher Reintz

1. Welcome and Agenda Overview
  - a. Printed documents: Agenda, Burning Issues and Hypotheses - Summary, Scope Discussion, Identifying Institutional Racism document.
2. [Discussion of Identifying Institutional Racism](#) (on Google Docs - read in advance)
  - a. Document originating from Seattle
  - b. Highlights of the article
    - i. Pgs. 4-7 "How Racism Thrives in Human Service Organizations"
    - ii. Pgs. 21-22 "Vocabulary"
    - iii. Pgs. 23-32 "Identifying Institutional Racism - Questionnaire"
    - iv. Agree that this is a good guiding document that we can use to insert or change for so that it works for us.
    - v. Referencing additional definitions  
<https://www.racialequitytools.org/home>
  - c. (From the Document) Racism can be institutionalized and thrive in human service organizations in four critical areas:
    - i. Organizational Leadership
    - ii. Development and implementation of organizational operating policies and procedures
    - iii. Intake and service delivery to ethnically and culturally-diverse populations
    - iv. Approaches to recruitment, retention, and treatment of ethnically and culturally-diverse staff
  - d. What are the action/next steps?
    - i. Identify instances that create disparate outcomes for certain Citizens of Wyoming - continue to add to burning issues and hypotheses.
    - ii. Include Definitions in our work. In addition to the vocabulary included - equity, inclusiveness, implicit bias

- iii. Assessment Questionnaire
    1. Interest of surveying all city employees anonymously, but also identify what department they represent.
    2. Department Leadership will not be anonymous and will report to the task force.
    3. Review of the Assessment Questions to be used (Leadership, Staff, Community)
    4. Mandy Flynn will review our work and comments to organize the questionnaire into a spreadsheet.
  - iv. Lonnie Grayson will follow up with the Seattle Human Services Coalition's Identifying Institutional Racism project. The TF is interested in the results of these efforts.
3. Alignment on Work Process and Timeline (Did not get to)
  4. Next Meeting and Homework
    - a. Thursday, October 22 at 7pm - Public Safety Building Training Room
    - b. Send comments about questionnaire suggestions to Mandy Flynn.
    - c. Mandy Flynn will lead the next meeting and will confit with David Ambrose for continuity of the agenda.
  5. Miscellaneous - Visitors Commentary? The Task Force would like to discuss and understand the other city's committee protocol for public commentary during meetings.
  6. Meeting Adjourned at 9:05pm