

**APPROVED MINUTES OF THE  
COMMUNITY RELATIONS COMMISSION  
November 16, 2022 – 7:00 PM  
VIRTUAL MEETING**

**PRESENT:** Comms. Rodriguez, Quinn, Terretta, Puentes

**ABSENT:** Comms. Bencola, Sakiyama

**STAFF:** Cedric Melton

**CALL TO ORDER:** 7:09 p.m.

**APPROVAL OF AGENDA:**

Comm. Quinn motioned for agenda approval Comm. Puentes provided a second. All were in favor.

**APPROVAL OF MINUTES:**

Comm. Quinn motioned for approval of minutes from August 17, 2022 and September 21, 2022. Comm. Puentes provided a second.

**PUBLIC COMMENT: NONE**

**NEW BUSINESS:**

a. Discussion on equity resolution

Commission Rodriguez chaired her first meeting as the new Chairperson for the Community Relations Commission.

Dr. Danielle Walker, DEI Officer for the Village of Oak Park was asked to give a recap of what has been going on. With the equity resolution, additional conversations with the DEI office and the Village will be had while wrapping up 2022 and planning for 2023. The CRC chairperson inquired about the timeline for the CRC and DEI offices to work in partnerships on things that CRC can make recommendations on. DEI would like to see things moving in January 2023 and emphasized that there will be additional conversations. CRC members Rodriguez and Puentes asked for clarity on CRC's role as a Commission while working in partnership with DEI/Village as well as CRC's ability to have as much information as possible if working in an advisory role while the Board is looking at things through the racial equity lens so that the CRC's work plan can reflect the activities. Per Dr. Walker, the Village Manager wants to discuss more about planning and thinking through with DEI and CRC coming together to be responsive to the dynamics in the DEI's office as well as the collaboration with CRC. More foundational conversations will offer clarity on what will be done and who will be in what roles. Staff Cedric Melton offered that these conversations can start with the Meet and Greet in December and CRC members were asked to give a date in December. Work plans will be due at the end of January 2023.

Chairperson Rodriguez is to have a meeting with the Village Manager Jackson , DEI Officer Walker and Trustee Enyia on 11/21/2022 to discuss what is coming up and to open the communication between the commission and the Village. She will give an update to the Commission. She would like to see the work plan be nailed own so that the CRC can start working in January. Comm. Puentes suggested that the CRC reviews the current work plan and keep what will be essential and focus on relevant issues. Chairman Rodriguez asked the DEI Officer's thoughts about the CRC and other commissioners envision setting aside time each meeting to discuss something that is upcoming or something that is not being discussed with the board. The DEI Officer suggested more conversations with the VM and Tr Enyia to start building up the DEI program in VOP and figuring out the collaboration between various groups.

#### b. Commission vacancies

It was stated that the CRC does not have enough members. CRC members were asked to assist with recruiting to get a full commission. The Commission needs one attorney and two other members to get to the nine that is needed for a full commission. Chairwoman Rodriguez asked Staff Cedric Melton for pointers and ideas as well. Chairwoman Rodriguez will send our reminders. Tr. Enyia volunteered to address the vacancies to the board during the allotted time at the regular Board meeting. Comm. Puentes made a point about the CRC being able to show that the CRC is transparent and doing something with a clear picture and not just talking so that potential members will be interested in joining the CRC. Comm Terretta agreed that if the work plan showed focus, then the CRC can focus on who to recruit as well, including a student and one other attorney. Staff Melton suggested that they also use the VOP-6 television station as an outlet for advertising.

Comm Puentes asked DEI officer about getting a group together about the racial equity toolkit DEI clarified that it was for the resolution. The racial equity action plan is something that is in motion and there are a lot of things that can be clarified if there is an opportunity to have a meeting December. Staff Melton asked how many commissioners can make a December meeting and all in attendance are able to. Comm Rodriguez says she will take a poll as it gets closer to the regular meeting date of 12/21 to see if anyone is available.

#### c. Workplan

Chairwoman Rodriguez related that she would like to see keeping it simple; keeping meeting structured around a policy and reporting something back; grants; partnerships.

Comm Puentes related that the workplan should be kept simple, and if the CRC is to be used as an advisory tool by the CRC, then to be focused and remove items that are not a priority. The CRC only meets once a month so time is of the essence. Not reinvent the wheel but what is already in place that the CRC supports.

Comm Quinn agreed and suggested that the Education aspect be eliminated because in terms of partnerships, the CRC will be working with educational entities who are better equipped and experienced in educational endeavors. An example is that of the Library.

Comm Terretta agreed and suggested perhaps paring down to the grants and then regular review of policy which in and of itself will take effort and follow-up.

Chairwoman Rodriguez suggested to narrow down to 2 to 3 things then other activities will follow as a result of the work that is being done especially as it pertains to partnerships and then focus on what the CRC can do all of the time instead of what the CRC desires to do. Chairwoman Rodriguez suggested maybe loosely creating a monthly calendar and commissioners agreed stating that room will be for adhoc projects and/or as things come up.

## OLD BUSINESS

### a. Partnerships and community outreach

Chairwoman Rodriguez posed the question of if the CRC wants to work on relationships with the Village now, particularly with other commissions and allow the CRC to be present in people's minds? Comm. Terretta suggested that the CRC has the meeting in December to know what the CRC is all about and then the CRC can know who to focus on and talk to. The CRC can also attend other commission meetings to support and learn what they do. Comm Puentes asked if any of the other commissions have something that they are working on with the DEI Office which correlates with the CRC and can the CRC make it a useful partnership? Per Dr. Walker, the meeting on 11/21/2022 will give clarity and things can proceed from there.

### b. Racial Equity Toolkit

Chairwoman Rodriguez asked for ideas on what the CRC should be looking for or making a point to talk about in meetings moving forward. Comm. Terretta suggested that the CRC uses the toolkit as a way to plan room for adhoc activities while looking at the calendar ahead. Chairwoman Rodriguez stated that the CRC should expect every agenda to have a recommendation coming off of the racial equity toolkit, whether it is something coming up or something which needs to be revisited. When asked, it was confirmed that the CRC has not had any training around the racial equity toolkit. Discussions centered around the racial equity toolkit and training for it soon. Everything that the board deals with will run through the racial equity toolkit. The CRC learning it and having it engrained will be a big help. Chairwoman provided clarity on the CRC's activities concerning the use of the racial equity toolkit: when the CRC is thinking about the toolkit, what is important to the CRC when using the toolkit? Between now and next meeting, CRC members can think on what parts of the toolkit matters? Should the toolkit be divvied up and each commissioner takes a part when reviewing certain topics. Training for the racial equity toolkit was described by Dr. Walker as having a foundational understanding; including discussion on the impact of racial disparity; and having an example and working through it. Chairwoman Rodriguez suggested that perhaps there can be a specific day/time for everyone to get training. Training will strengthen the CRC's reputation. Each commissioner will be able to better participate with integrating the racial equity toolkit into the CRC's regular activities.

In two weeks, Chairwoman Rodriguez will send out a reminder of what the members agreed to talk about.

Next meeting will be virtual on 12/21/2022. Motion to adjourn was made by Comm. Terretta and seconded by Comm. Quinn. Meeting adjourned at 8:23 p.m.