



BRISBANE COMMITTEE

ACTION MINUTES

BRISBANE INCLUSION, DIVERSITY, EQUITY AND ACCOUNTABILITY

COMMITTEE MEETING

Wednesday, January 18, 2023

VIRTUAL MEETING

COMMITTEE MEMBERS:

Christian Bustos, Alex Horton (Vice Chair), Mangesh Kolhatkar, Miyoko Nida, Dianne Oseto and William Lok (Chair)

6:00 P.M. CALL TO ORDER

Chair Lok called the meeting to order at 6:05 p.m.

ROLL CALL

IDEA Committee Members Present: Christian Bustos, Alex Horton, Mangesh Kolhatkar, Miyoko Nida, Dianne Oseto and William Lok (Chair)

IDEA Committee Members Absent: None

Staff Present: City Clerk Padilla and Communications Manager Cheung

APPROVAL OF AGENDA

Committee Member Horton made a motion, seconded by Chair Lok, to approve the agenda as it stands. The motion was carried unanimously by all present.

Ayes: Committee Member Bustos, Horton, Kolhatkar, Nida, Oseto and Chair Lok

Noes: None

Absent: None

Abstain: None

APPROVAL OF MINUTES

A. Approve minutes of IDEA Committee Special Meeting of December 5, 2022

Committee Member Kolhatkar made a motion, seconded by Committee Member Horton, to approve the minutes of IDEA Committee Special Meeting of December 5, 2022. The motion was carried unanimously by all present.

Ayes: Committee Member Bustos, Horton, Kolhatkar, Nida, Oseto and Chair Lok

Noes: None

Absent: None

Abstain: None

PUBLIC COMMENT

No member of the public wished to speak.

OLD BUSINESS

B. Consider Approval of Administrative Policy for Flag Display Procedures and a Flag Display Schedule

Communications Manager Cheung presented the draft Flag Display Procedures and flow chart as well as the schedule. Committee Members directed the staff to make the following amendments to the procedures and schedule:

- Provide the policy on the IDEA web page
- Inform the public about flag displays in the weekly City Manager's Blast
- Create a fillable form that can also ask whether requestor can provide the flag or will need help with the flag design
- Add a box in the flow chart indicating staff will draft the proclamation and send request to Mayor
- Connect both denial boxes to a reasoning
- In the Flag Schedule, each flag should have its own column in the table

Committee Member Horton made a motion, seconded by Chair Lok, to approve the Administrative Policy for Flag Display Procedures and a Flag Display Schedule with the amendments above. The motion was carried unanimously by all present.

Ayes: Committee Member Horton, Kolhatkar, Nida, Oseto and Chair Lok

Noes: None

Absent: None

Abstain: Committee Member Bustos due to technical difficulties with his audio

NEW BUSINESS

C. Election of New Chair and Vice Chair

After committee questions and discussion, Chair Lok made a motion, seconded by Committee Member Kolhatkar, to elect Committee Member Horton as the new chair of the IDEA Committee. The motion was carried unanimously by all present.

Ayes: Committee Member Bustos, Horton, Kolhatkar, Nida, Oseto and Chair Lok

Noes: None

Absent: None

Abstain: Committee Member Bustos due to technical difficulties with his audio

Outgoing Chair Lok announced that he will be resigning from the IDEA Committee Member since he is no longer a resident of Brisbane and he does not work in Brisbane. Committee Members thanked him for his leadership and service.

After more committee questions and discussion, Committee Member Oseto made a motion, seconded by Committee Member Nida to elect Committee Kolhatkar as the new vice chair of the IDEA Committee. The motion was carried unanimously by all present.

Ayes: Committee Member Bustos, Horton, Kolhatkar, Nida, Oseto and Chair Lok

Noes: None

Absent: None

Abstain: Committee Member Bustos due to technical difficulties with his audio

STAFF REPORTS

D. Announcements:

i. SB 2449 and Conduct of Meetings Through February 28, 2023 and Thereafter

City Clerk Padilla announced that due to the passing of the new Senate Bill 2449, after February 28, 2023 Committee Members will be attending IDEA Committee Meetings in-person (with a few rare exceptions) and members of the public will have the opportunity to observe and participate in-person or remotely.

Committee members determined that the regular meeting time for the Committee is still a good time to meet for all members.

ii. Term Expirations

Committee Member Nida will request to renew her appointment for 2 more years without reinterviewing.

City Clerk Padilla will ask Committee Member Bustos whether he would like to continue to serve and renew his appointment.

The deadline for applications will be March 1, 2023 for vacant and open seats in the IDEA Committee.

COMMITTEE MEMBER REPORTS

Members had no reports.

ADJOURNMENT

Chair Horton thanked outgoing Chair Lok again for his service and dedication. She adjourned the meeting at 6:57 P.M.



Ingrid Padilla, City Clerk