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Date: **Wednesday, June 26, 2024**
Time: **5:30 PM**
Location: **Hybrid | In-Person: Lake Loveland Room (233), Larimer County Administrative Building, 200 W. Oak St., Fort Collins, CO, 80521; Online: Please register in advance for this webinar: https://larimer-org.zoom.us/webinar/register/WN_LYrbVpTyTouj2dOtUrG8Cw**

EQUITY, DIVERSITY AND INCLUSION ADVISORY BOARD MINUTES

Call To Order

Chair Adame called the meeting to order at 5:30pm.

Members present: Hillel Katzir, Lynn Adame, Fred Garcia, Laura MacWaters, Vishvesh Singh, Luis Montalvo

Staff present: Jordan Dunn (virtual), Laurie Kadrich, Heidi Pruess, Eric Tracy, Commissioner Jody Shadduck-McNally (virtual), Mark Peterson

Guests Present: David Rojas-Rueda (CSU), Jenny Young (Felsburg Holt & Ullevig), Gaurav Vasisht (Felsburg Holt & Ullevig)

Discussion Items

1. **Introduction and Icebreaker**
    a. Board members and guests shared what they wanted to do for a career when they were young.

2. **Climate Smart Future Ready EnviroScreen Equity Assessment (30 minutes) -** Heidi Pruess, Climate Smart and Sustainability Program Manager and David Rojas-Rueda, PhD, Assistant Professor at CSU's Department of Environmental and Occupational Health
    a. Board members asked where the data for the equity assessment is coming from. Rojas-Rueda said they are largely using “secondary data” that has already been collected, such as census data, modeling from the EPA, existing mapping tools for emissions, mapping of events like drought and fire, etc., but that they will be seeking new data to incorporate as well.
    b. Board members also discussed engagement strategies with the guests and agreed to have them return during the planning for community engagement and recommendations.

3. Engineering (30 minutes) - Eric Tracy, Senior Civil Engineer and Project Manager for Larimer on the Move

a. The Board asked clarifying questions about how the Department defines "historically underserved groups" and about collaboration with municipalities and other levels of government in defining and addressing issues. One specific topic was equitable support of improvement like sidewalks. Some municipalities provide financial support for repairing but not adding sidewalks. This was noted as an equity concern where sidewalks were historically not seen as a priority.
b. Safety Issues: The Board asked about several safety issues where there may be gaps in access and funding, including sidewalks, streetlights, public transit, and protected pedestrian/bike/scooter lanes.
c. Collaboration: The Board inquired about how Larimer County is working with municipalities on issues like transit and coordinating projects that cross district boundaries. The Department noted that coordination is included in the planning and while timelines may vary, long-term coordination is part of the plan.
d. Community Engagement: A board member noted that using "street elements" language may limit thinking to car-focused transit and suggested considering different language. Board members asked about current outreach plans and suggested additional opportunities. One suggestion was outreach in Estes Park, since many people who work or visit Estes Park may live in nearby unincorporated areas. Other suggestions for outreach included collaborating with clinics that serve people with disabilities, KidsPak, Meals-on-wheels, Foothills Gateway, and the Postal Workers Union. The Board also discussed website and social media communication. The Department agreed to share the website when it is made live. Main features of the website will be a pinnable map and a survey.
e. The Engineering Department will return later in the year with another update.

4. Amend Board Bylaws to align with County Policies (5 min)

a. Kadrich made the following recommendations to change the Bylaws to align with the County-Wide Policies for Boards and Commissions:
    i. In Section VI, Part F, add "and administrative contact" to the clause about who to contact in case of absence. The last sentence in the section would be replaced with the following sentence from the Larimer County Administrative Policy and Procedure 100.1K, "Board members are expected to regularly attend meetings and avoid missing multiple consecutive meetings or more than (4) meetings within a calendar year."
    ii. In Section VII, update the Larimer County Administrative Policy and Procedure to the current version, 100.1K, including the Code of Conduct Addendum.
b. Katzir asked who to contact if the administrative contact is unavailable. Dunn replied that the Board would be informed of a temporary replacement in that event.

c. Hearing no further questions or changes, Katztir moved to adopt Kadrich's recommended changes to the Bylaws. MacWaters seconded the motion. All voted in favor and the motion was passed.

5. Work Plan Follow-up: Discussion of proposed EDI Statement for publication on Larimer.gov (15 min)

a. The Board discussed the following possible EDI statements for publication on the Larimer.gov website and in other communications:

   i. Empowering All: Where Safety, Belonging, and Thriving Unite.
   ii. Larimer County Values a Diversity of Voices by Navigating toward Inclusion of All.
   iii. Larimer County Embraces Diversity, Enables Inclusion and Values the Many Stories that enrich our communities.
   iv. Larimer County: Where everyone is valued, respected, and included

   After discussion, Board members voted for their first and second choices. Option #2 received 5 first choice votes and 1 second choice vote and was selected as the option to propose to the Board of Commissioners.

6. Proclamation review for Q3 (20 min)

a. The Board reviewed and recommended changes to the draft proclamations for Women's Equality Day and Hispanic/Latiné Heritage month.

New Business

1. New Board Members - application and membership update

a. Kadrich provided an update on the applications and process for appointing new Board members to fill the vacancies.

2. Discussion on EDI Board involvement with Larimer County Strategic Plan AI considerations

a. The county strategic plan group considering AI policies invited Laurie to ask the EDI Board how they would like to be involved. After discussion, the Board determined that Singh should seek to be involved directly with the strategic plan group and the rest of the Board would prefer a presentation on AI policy.

3. Revisit meeting time - consider reverting to 6pm start time

a. The board discussed returning the meeting start time to 6pm. Garcia so moved. Montalvo seconded. All voted in favor and the motion to change the meeting time to 6pm passed.

Approval of Minutes

1. Draft minutes from May 22, 2024

a. MacWaters moved to approve May minutes; Garcia seconded. Katzir abstained, all others voted to approve the minutes; the motion passed.

Miscellaneous Discussion

- Katzir mentioned an event being planned for July 29 at 11am at Old Town Library with virtual speakers from Israel and Palestine who are part of Parents Circle - Family Forum. The event is seeking sponsors (at no cost) and Katzir asked whether the EDI Board could sponsor. Kadrich agreed to seek information about whether it would be possible for the EDI Board to sponsor. Adame and MacWaters suggested other community organizations that may be interested in sponsoring.

Adjourn

Chair Adame adjourned the meeting at 7:42.

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