

**Diversity, Equity & Inclusion Task Force
Item #2
Meeting of June 15, 2021**

Brief Description: Minutes of May 11, 2021

Attached are the May 11, 2021 Minnetonka Diversity, Equity and Inclusion Task Force minutes for review and acceptance by the task force.

**Minutes
City of Minnetonka
DE&I Task Force Meeting
Monday, May 11, 2021**

Members Present: Brad Wiersum, Kissy Coakley, Mary Pat Blake, Dr. Tyronne Carter, Dario Chavez, Dr. Nerita Hughes, Elena Imaretska, Bishop David Johnson, Sandy Johnson, Rabbi David Locketz, Mary Pat Noonan, Todd Schoolman, Karyn Sciortino-Johnson

Staff: Geralyn Barone, Scott Boerboom, Scott Marks, Rachel Meehan, McKaia Ryberg

1. Welcome – Mayor Brad Wiersum

Mayor Brad Wiersum welcomed task force members and staff at 6:36 p.m. and provided information on the technical and logistical set up for the meeting. Wiersum then made welcoming comments and provided information on the city's diversity, equity and inclusion efforts and shared the history of the group's establishment and the purpose for the meeting.

2. Introduction of task force members

Each member of the task force and members of staff introduced themselves by sharing their name, their connection with the Minnetonka community and their previous involvement with diversity, equity and inclusion work and efforts.

Wiersum thanked members for participating and shared information on how members were selected with the intention of having a diversity of perspectives represented. Wiersum then shared insight on the desire for having a committee and community that is diverse.

Wiersum turned the conversation over to Geralyn Barone to review the task force.

Barone commented that some task force members were unable to make it to this meeting and some previously listed members had decided to withdraw from sitting on the task force. She ran through the roster and updated members on the status of those not in attendance.

3. Task force review

Barone summarized general elements of the task force and informed the members that they will be advising the city council on what things they would like to see happen in the community in relation to diversity, equity and inclusion. Barone then discussed the logistics and information on the future meetings including time of the meetings, location and recurrence. She summarized the coming work that the task force will be addressing and the schedule for future meetings. Barone then gave information on the public meeting requirements and the official record methods for the task force meetings.

Barone requested the group brainstorm ways to engage and collect community feedback on diversity, equity and inclusion matters before the next task force meeting. She also

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highlighted the strategic profile which was included in the task force packet and emphasized the Community Inclusiveness priority.

Barone asked the group to accept the schedule as presented in the packet under agenda item three, so that public meeting posting requirements for the task force meetings could be met. She asked if there were any objections or concerns with the meeting schedule. The group had no objections and accepted the meeting schedule.

Task force members asked various questions of the city manager and mayor about the upcoming topics in the schedule as outlined in their packet. Barone and Wiersum shared their insight to the future conversation with the city council and the council's engagement and commitment to diversity, equity and inclusion matters.

Barone provided an update on the Diversity, Equity and Inclusion Coordinator job position which was posted for recruitment and not yet filled. The task force members shared ideas for filling the position and the candidate which is selected and asked questions about the position and recruitment process.

Barone directed the conversation to group member, Elena Imaretska, to facilitate a conversation about establishing the ground rules for the task force.

4. Establish task force ground rules

Imaretska broke the task force into small groups for the facilitated conversation. The group worked in smaller teams to participate in Imaretska's discussion exercises. Members and staff utilized post it notes to share ideas with the large group on ideal behaviors to embrace as a team when meeting and working on the task force matters. Imaretska recorded responses.

Imaretska then asked the small groups to discuss amongst themselves how they would like the task force to make decisions. She facilitated a conversation with all members and recorded responses, themes and ideas. Barone acknowledged that a decision making process may not need be established at the first few meetings and as the group continues to meet and eventually make recommendations there can be a later discussion on how decision making can be structured.

5. Task force members' interests

The group members each shared their main takeaways from the evening and any suggestions/comments for the work assigned to the task force moving forward.

6. Adjournment

Wiersum shared closing remarks and closed the meeting by thanking the members for volunteering their time at 8:57 p.m.

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Respectfully submitted,

McKaia Ryberg
Assistant to the City Manager