

September 17, 2019 | 1:30 pm

The meeting of the Community Relations Assessment Committee was called to order at 1:30 pm in the Council Committee Room located at 3600 Tremont Road by Staff Member Emma Speight.

**Members Present**

Sue Ralph, City Council	Jim Lynch, City Council	Michele Hoyle, City Council
Michelle Montgomery, Equal UA	Nic Fortkamp, Equal UA	Marianne Mitchell, Equal UA
Jenn Faure, UA Library	Tricia Fellingner, UA Schools	Dan Ralley, Asst. City Manager
Steve Farmer, Police Chief	Emma Speight, Comm. Affairs Director	

**Members Absent**


**MINUTES**

**1. Welcome/Introductions**

Committee members each gave a brief introduction, including some insight on their involvement/experience with community relations initiatives.

Guidance documents prepared by the City Attorney’s Office relative to public records and open meeting requirements were shared with the committee. There was a brief discussion about key considerations within these documents. Members were asked to read the documents and to either contact Emma Speight or the City Attorney’s Office if they had questions.

**2. Establish Committee Chair**

Sue Ralph and Michelle Montgomery were asked by their fellow committee members if they would be willing to co-chair the committee.

*Motioned: Marianne Mitchell*

*Seconded: Jenn Faure*

*Motion unanimously passed*

### 3. Committee Charge – Resolution # 16-2019

The committee reviewed and discussed the charge. Council Member Hoyle clarified that the committee has been asked to consider the merits of forming an advisory board, but to also consider other options.

### 4. Discussion of Upper Arlington Community Cultural Workshop Report Findings and Recommendations

The committee agreed it would be valuable to receive information on existing community relations initiatives/groups, excerpts from strategic plans (schools/library) that address diversity, equity and inclusion, details of community relations entities in other communities, and information on the structure/function of existing City boards and commissions. These items are to be gathered and shared with the committee for review and discussion at its second meeting.

The committee also discussed the value of developing a mission/vision statement that would help guide what is ultimately recommended to Council. It was agreed that the third committee meeting would be for an extended period to allow for a brainstorming session. The hope is that whatever emerges from this work, it will complement/support existing initiatives.

Possible action items being considered include:

- Exploring options for initiating a welcome wagon program
- Telling the Pleasant Litchford story (efforts already underway with UA Schools and other community groups, idea for a Sunday service with members of Second Baptist Church)

### 5. Meeting Schedule

The committee agreed it would be appropriate to schedule meetings every other week through the end of November, with the goal of reporting back to City Council at the December 2, Council Conference Session. Scheduling options are to be determined following this first meeting.

### ADJOURNMENT

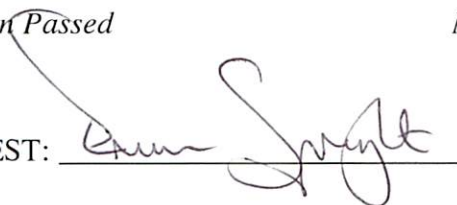
*Motioned: Emma Speight*

*Motion Passed*

*Seconded: Steve Farmer*

*Meeting was adjourned at 2:40 pm*

ATTEST:



CHAIR:

