Meeting Minutes
Human Relations Commission
Regular Meeting

September 16, 2026 | 6:00 p.m.
City Council Chambers Conference Room
88 E. Chicago St., Chandler, AZ 85225

Call to Order
The meeting was called to order by Chair Agarwal at 6:01 p.m.

Roll Call
Commission Attendance
Chair Kriti Agarwal
Vice Chair Betty Ramirez
Commissioner Omar Rodriguez
Commissioner Shauna Risinger
Commissioner Joacim Mattisson
Commissioner Antonette Shirley
Commissioner Jevan Bremby
Commissioner Erica Maxwell

Staff Attendance
Niki Tapia, Cultural Development Asst. Director
CC Cantabrana, Management Assistant
Commander Dan Shellum, Chandler Police

Commissioners Absent
Commissioner Pamela Morris
Commissioner Garry Ong

Scheduled and Unscheduled Public Appearances
None

Consent Agenda Motion and Vote
Vice Chair Ramirez made a motion to approve the meeting minutes of August 26, 2026. Commissioner Mattisson seconded the motion. All in favor of approving the meeting minutes. (8-0).

Action Agenda
Vice Chair Ramirez made a motion to rename the HRC subcommittees. The new subcommittee names are HRC Input, Engagement, and Administration.

Discussion

Connection & Impact Updates

During the Connection & Impact updates, Niki Tapia shared that applications were being accepted for the new Connection & Impact Manager position, with interviews anticipated in the near future. She expressed enthusiasm about the position. CC Cantabrana highlighted the success of Contigo Día de Fiesta and encouraged HRC members to attend other Contigo events throughout the City celebrating Hispanic heritage.

Chandler Police Department

Commander Shellum shared that the Police Department hosted its first Hispanic Citizens Academy, highlighting its importance in building trust, strengthening relationships with Hispanic residents, and increasing understanding of police services and operations.

Subcommittee Breakout Sessions

Members broke into groups to discuss matters related to their respective subcommittees. Notes from these discussions are attached (Attachment A, pages 2-5)

- Input: Shaunna Risinger, Joacim Mattison, Antonette Shirley
- Engagement: Betty Ramirez, Erica Maxwell, Omar Rodriguez
- Administration: Kriti Agarwal, Jevan Bremby

Member Comments/Announcements

Calendar

- September 26, Chilean Folklore Music and Dance, 11am, Basha Library
- September 28, Puerto Rican Mask Making, 4pm, Sunset Library
- October 15, Barrio Bakery, 6pm, Downtown Library
- October 17, Emergency Response Training for the Inclusive Community, 9am, ASU Chandler Innovation Center
- October 21, Human Relations Commission Regular Meeting, 6pm, Council Conference Room

The next regular meeting will be held on Wednesday, October 21, 2026, at 6 p.m., in the Chandler Council Conference Room located at 88 E. Chicago St., Chandler, AZ 85225.

Adjourn

Commissioner Shirley made a motion to adjourn the meeting. Commissioner Risinger seconded the motion. All in favor to adjourn the meeting (8-0).

The meeting was adjourned at 7:30 p.m.

_____ _____

CC Cantabrana, Recording Secretary Kriti Agarwal, Chair

ATTACHMENT A

Breakout Group Discussion Guide

Initial Session — Defining the Work

Breakout Group / Topic:	Engagement (Talking)	**Date:**	8/26/2026
Note-taker:	Omar Rodriguez		
Group Members Present:	Betty Ramirez & Omar Rodriguez		

1. What do we want to accomplish?

Write a clear, specific goal statement. What problem, need, or opportunity is this group addressing? What does success look like?

Communicate to the trusting voices for the different communities. (Communicate what? What does different mean?)

2. How do we want to accomplish it?

List the key strategies, actions, or steps the group will take. Who is responsible for what, and by when (if known)?

Inviting community members to HRC meetings & sharing what HRC does for the community.

3. What are we measuring?

Identify the specific indicators, data points, or evidence that will show whether the goal is being met (e.g., number of events held, participation rates, survey results, complaints resolved).

How many people we reach? (What is a successful or helpful “Reach”?)

How many people who were invited to attend, do attend.

4. How often will we report?

Decide on a reporting cadence (e.g., monthly at Commission meetings) and who will deliver the update.

We plan on reporting every month at commission meetings.

This one would be internal.

Quarterly reports would be to show the impact.

Betty will deliver update.

Breakout Group Discussion Guide

Breakout Group / Topic:	Engagement (Talking)	**Date:**	9/16/2026
Note-taker:	Erica/Niki		
Group Members Present:	Betty Ramirez, Erica Maxwell & Omar Rodriguez		

1. What do we want to accomplish?

Write a clear, specific goal statement. What problem, need, or opportunity is this group addressing? What does success look like?

Invite three organizations to one HRC meeting every three months. They will be invited to the meeting that do not have breakout subcommittee discussions.

Groups invited include nonprofits, faith, indigenous, educators, public safety, business, youth groups, other commissions.

2. How do we want to accomplish it?

List the key strategies, actions, or steps the group will take. Who is responsible for what, and by when (if known)?

- This subcommittee will compile a list of organizations and send the names and contact information to City staff.
- City staff will upload the current list to Basecamp, so all HRC members have ongoing access.

Quarterly Meeting Structure

- At each quarterly meeting, HRC will present a brief 5-minute slide deck introducing the Commission and explaining the Connection & Impact partnership with the City.
- Three selected nonprofits will each have 6–7 minutes to share information about their organization. Including questions, this portion should take about 30 minutes total.
- After the nonprofit presentations, the remaining meeting time will be used for HRC business.

Scheduling Note

- These quarterly sessions are designed so they do not disrupt ongoing subcommittee work.

3. What are we measuring?

Identify the specific indicators, data points, or evidence that will show whether the goal is being met (e.g., number of events held, participation rates, survey results, complaints resolved).

1. How many organizations attend HRC meetings next year.
2. How many participate in further C&I activities following their HRC meeting introduction.

4. How often will we report?

Decide on a reporting cadence (e.g., monthly at Commission meetings) and who will deliver the update.

Bimonthly reports. These meetings are intended to start conversations. This subcommittee will report on the measures, as well as any themes or interesting information that has come from working with these organizations from first inquiry to HRC meeting and beyond.

5. Additional Notes.

Need to bring the 2027 HRC meeting calendar so everyone knows what dates will be available for the organizations to attend HRC meetings.

Breakout Group Discussion Guide

Breakout Group / Topic:	Input	**Date:**	9/16/2026
Note-taker:	CC Cantabrana		
Group Members Present:	Shaunna Risinger, Joacim Mattisson, Antonette Shirley		

1. What do we want to accomplish?

Write a clear, specific goal statement. What problem, need, or opportunity is this group addressing? What does success look like?

The subcommittee's goal is to better understand community needs and gather input to guide HRC's current and future efforts. Success would include developing a survey for HRC members to use during community engagement and using the feedback to identify priorities and inform future activities.

2. How do we want to accomplish it?

List the key strategies, actions, or steps the group will take. Who is responsible for what, and by when (if known)?

The subcommittee began developing a draft survey during this meeting. By the next meeting, CC Cantabrana will prepare a refined draft for the subcommittee to review, discuss, and edit. The survey will also be accessible through a QR code printed on business cards that HRC members can share when engaging with the community.

3. What are we measuring?

Identify the specific indicators, data points, or evidence that will show whether the goal is being met (e.g., number of events held, participation rates, survey results, complaints resolved).

The survey will ask respondents for their name, organization name (if applicable), ZIP code, community or special interest group, and the age groups represented in their community. It will also ask where their community gathers in Chandler, what Chandler is doing well, and how the City could better support their community. The subcommittee will track the number of responses and the communities represented to understand who is being reached and identify groups that may be underrepresented. Feedback will highlight community strengths, needs, and gaps in support, helping HRC guide future outreach and activities around community priorities.

4. How often will we report?

Decide on a reporting cadence (e.g., monthly at Commission meetings) and who will deliver the update.

A reporting schedule and responsibility for providing updates were not discussed during this meeting.

5. Additional Notes.