

**CITY OF HUBER HEIGHTS  
STATE OF OHIO**

**Culture and Diversity Citizen Action Commission Meeting Minutes**

**Name of Body:** Culture and Diversity Citizen Action Commission  
(CDCAC)

**Date:** December 2, 2021

**Time:** 7:00 P.M.

**Place:** City Hall – 6131 Taylorsville Road – Council Chambers

1. **Members Present:**

Dr. Frederick Aikens  
Jean Newby  
Eric Stephens  
Tara Purvis  
Estephon Ramirez  
Arrick Richardson  
Mia Honaker – Not Present  
Yolanda Stephens - Chair  
Rhonda Sumlin – Vice Chair – arrived at 7:26 pm

2. **Guests Present:**

City Staff Present: Katie Knisley, Human Resources Director.

3. **Call to Order**

Chair Yolanda Stephens convened the Culture and Diversity Citizen Action Commission at 7:02 P.M.

4. **Roll Call**

Roll call attendance was taken, and all members were present except for Mia Honaker, who was officially excused from the meeting and Vice Chair Rhonda Sumlin will be late.

5. **Approval of Minutes**

November 4, 2021, Minutes

CDCAC Chair Yolanda Stephens asked if there were any revisions to the November 4, 2021, minutes. No revisions were identified. Dr. Fred Aikens motioned to approve the November 4, 2021, minutes and Jean Newby seconded the motion. CDCAC Chair Yolanda Stephens took a vote to approve the November 4, 2021, meeting minutes and the motion unanimously passed.

This Culture and Diversity Citizen Action Commission meeting was recorded by the City and the recording of this meeting will be posted to the City's website and will also be maintained by the City consistent with the City's records retention schedule.

6. **Topics of Discussions:**

- A. Committee Reports
- B. Old Business
- C. Martin Luther King (MLK) Program Update
- D. Volunteer Planning
- E. Shared Google Calendar
- F. New Business
- G. Calendar for 2022
- H. Budget for 2022
- I. Committee Financial Needs and Request
- J. Committee Chairs for 2022
- K. City Council Work Session-December 6, 2021

## 7. **Committee Reports**

### Outreach Committee

Committee Chair Dr. Fred Aikens stated the Committee met on Tuesday, November 23, 2021, and discussed several items. The first item discussed was the essay contest. The submission deadline for the essays was extended to November 7, 2021. There was a lengthy discussion about whether all the high school students were aware of the contest. CDCAC Chair Yolanda Stephens suggested that all CDCAC members reach out to the high school teachers they know to make sure the students are aware of the contest. The second item discussed was the MLK Day walk and celebration scheduled for January 17, 2022. The walk will start from the North Heights Plaza and end at the New Seasons Ministry Church in Huber Heights. The third item discussed was the Juneteenth week activities, with the Father's Day Funk Festival at the end of Juneteenth week. Dr. Fred Aikens stated he had checked with Interim City Manager Bryan Chodkowski and reported that Music and Event Management Incorporated (MEMI) has not yet booked any acts for June 19, 2022, at the Rose Music Center at The Heights. Dr. Fred Aikens stated the Committee is researching the cost of holding the Funk Festival at Eichelberger Park just in case The Rose Music Center is not available. Dr. Aikens added he had spoken to a member of a local band, Cameo, and requested prices and availability of the band for that day. The Outreach Committee is looking at teaming up with the Education Committee to plan an activity for June 23, 2022, which is the Thursday evening before the Multicultural Festival. The Multicultural Festival is scheduled for Saturday, June 25, 2022. The Outreach Committee will discuss future joint activities with the Advocacy Committee at their next scheduled meeting.

### Reform Committee

Committee Chair Eric Stephens reported the Reform Committee met with Huber Heights Police Chief Mark Lightner on November 15, 2021, to follow up on a previous request for the Police Department to provide a strategic diversity recruiting plan. At that meeting, Police Chief Mark

Lightner provided a detailed recruiting plan/analysis that contained recruiting objectives and analysis of previous diversity recruiting activities for 2019-2021. (There were no formal recruiting activities in 2020 due to the pandemic). In 2019, there were 45 applicants for police positions: 20% were female and 24% were other minorities. According to the 2017 Huber Heights Police Department demographic report, the Police was 96% white and 4% minorities. In 2019, the demographics were 92% white and 8% minorities. In 2020, the demographics were 90% white and 10% minorities. Eric Stephens stated they asked that future vacancies be advertised on websites such as National Organization of Black Law Enforcement Executives (NOBLE). CDCAC Chair Yolanda Stephens asked if the Police Department had specific target numbers in their diversity recruiting plan. Eric Stephens replied there were no specific target numbers identified. CDCAC Chair Yolanda Stephens asked if the Reform Committee and/or the CDCAC will be making any recommendations to the Police Department or City Council. Eric Stephens replied no formal recommendations will be made to City Council, but they recommend future vacancies be advertised on various minority websites. Tara Purvis added they are satisfied with the Police Department diversity recruiting initiatives because the minority numbers continue to increase. CDCAC Chair Yolanda Stephens asked if there was a minority breakdown of the various positions within the City staff. Committee Chair Eric Stephens answered he will request that information.

### Education Committee

Jean Newby stated they met on November 24, 2021, and discussed plans for the 2022 forums. The Education Committee and Reform Committee will have a joint forum with Huber Heights Police Chief Mark Lightner and Vandalia Police Chief Kurt Althouse on January 12, 2022. The forum is open to the public and an invitation flyer will be provided. The Education and Reform Committees will have a forum planning meeting on December 13, 2021, to confirm the details. The second 2022 forum is scheduled for June 23, 2022, and the topic will be “Racism is a Public Health Crisis – Part 2.” The forum objective is to address psychological, mental, and social issues relating to racism. Jean Newby added that both forum dates have been added to the 2022 CDCAC Calendar. CDCAC Chair Yolanda Stephens asked what the Education and Reform

Committees will need from the CDCAC. Jean Newby replied they will discuss the logistics during the December 13, 2021, meeting and provide that information to the CDCAC before the January 12, 2022, forum. CDCAC Chair Yolanda Stephens asked how they plan to advertise the January 2022 forum. Jean Newby replied they plan to pass out printed flyers to the public and post the flyer on the CDCAC and City of Huber Heights calendars and websites. Human Resources Director Katie Knisley suggested they provide the flyer to the Community Engagement Specialist for dissemination. Human Resources Director asked what the location is for the January 12, 2022, forum, and Committee Chair Jean Newby replied the forum will be held at the Huber Heights Community Center from 6:30 P.M. to 8:30 P.M.

### Advocacy Committee

Committee Chair Tara Purvis reported they met on November 17, 2021, and discussed what the Committee wants to do in the future. They decided that some of the future planned activities, such as the scavenger hunt, are good ideas, but they want to do something with more impact. The Committee plans to tackle systemic racism issues that impact all minorities. In 2022, they will concentrate on researching and addressing health care inequities and disparities effecting minorities in the community. They plan on looking at healthcare options, such as a community clinic, for those minorities underinsured or not insured by Medicare or Medicaid. CDCAC Vice Chair Rhonda Sumlin commented that healthcare issues need to be addressed because they have a major impact on the community. CDCAC Chair Yolanda Stephens asked if the Committee still plans on looking at issues such as the City contract bidding process. Tara Purvis replied that a previous recommendation to provide the demographics of the City will assist in looking at the contract bidding process. She added the Committee will continue holding events such as the George Floyd candlelight memorial and the Stop Asian Hate rally. CDCAC Chair Yolanda Stephens read the CDCAC mission statement and purpose and asked all CDCAC and Committee members to look at what they have accomplished and what they want to do in the future. CDCAC Chair Yolanda Stephens commented she feels the CDCAC needs to focus on systemic racism issues.

## **8. Old Business**

### **MLK Program Update**

Updates on the walk and program were previously discussed under the Outreach Committee report. Dr. Fred Aikens said he neglected to say that anyone participating in the walk should report at 9:30 A.M. at the North Heights Plaza. The walk will start at 10:00 A.M., they will walk to the New Seasons Ministry Church, and the program will start at 11:00 A.M. CDCAC Chair Yolanda Stephens asked if they still planning on collecting food pantry donations and CDCAC Vice Chair Rhonda Sumlin replied yes. CDCAC Chair Yolanda Stephens asked that the final agenda and program for the MLK events be presented to the CDCAC the week of December 6, 2021.

### **Volunteer Planning**

The CDCAC has started brainstorming on how to encourage and solicit volunteers to assist with events. They have looked at using the local schools, websites such as VolunteerMatch, and contacting local businesses and organizations. They will also continue signing up volunteers at CDCAC events. Dr. Fred Aikens asked if there was a list of people who have volunteered to help with CDCAC events and CDCAC Chair Yolanda Stephens responded yes. Tara Purvis asked if they had considered creating a QR code for volunteers and posting it on the City webpage. CDCAC Chair Yolanda Stephens replied they will provide a QR code to Human Resources Katie Knisley for posting. Tara Purvis volunteered to create a Google form to track the volunteers.

### **Shared Google Calendar**

CDCAC Chair Yolanda Stephens stated they have created a Google calendar for all Committees to post their events. CDCAC Chair Yolanda Stephens asked if the Google calendar was downloadable; Human Resources Director Katie Knisley said she will check.

## 9. New Business

### Calendar for 2022

CDCAC Chair Yolanda Stephens asked that all CDCAC members provide updates to the 2022 CDCAC calendar so it is current for City Council and residents.

### Budget for 2022

CDCAC Chair Yolanda Stephens stated the 2022 budget is \$15,000.00.

### Committee Financial Needs and Requests

CDCAC Chair Yolanda Stephens requested that all Committees submit their budget line-item requests to her by February 1, 2022. There was discussion as to whether a CDCAC meeting was needed in January 2022, and it was decided they would not meet in January. Eric Stephens asked if the Committees need to schedule January 2022 meetings and CDCAC Chair Yolanda Stephens stated that decision is up to the individual Committees.

### Committee Chairs for 2022

CDCAC Chair Yolanda Stephens asked all members to look at the Committees they sit on and see if they want to switch Committees. She also asked them to elect Chairs for the Committees. She requested that members email their preferences to her for discussion at the February 2022 CDCAC meeting. Eric Stephens asked Human Resources Director Katie Knisley about the process to elect Committee Chairs. Human Resources Director Katie Knisley replied they can nominate Committee Chairs and vote within those Committees.

Tara Purvis suggested they look at scheduling monthly work group meetings with the Committees relating to specific issues, so everyone is on the same page when going forward. CDCAC Vice Chair Rhonda

stated the CDCAC should choose a principal issue they want to tackle and then assign specific areas related to that issue to each Committee to focus on.

This prompted a lengthy discussion on how to get the community involved and educate the public on issues and whether the CDCAC is meeting their mission. As a result, CDCAC Chair Yolanda Stephens will survey each individual member on what they think the CDCAC needs to focus on, if they feel they are accomplishing their goals and objectives, what are their personal goals, and what their vision is for the CDCAC in 2022. She asked that all members be candid and provide questions for her to include in the survey and she will consolidate the answers and discuss at a future meeting. CDCAC Chair Yolanda suggested the CDCAC look at partnering with other local organizations such as the schools and Huber Heights Senior Center to assist with their efforts.

#### City Council Work Session-December 6, 2021

CDCAC Chair Yolanda Stephens reported that she had postponed presenting a summary of CDCAC activities to the City Council until the January 18, 2022, Work Session.

#### 10. **Adjournment**

CDCAC Chair Yolanda Stephens recapped the meeting action items and stated she and the CDCAC Vice Chair will prepare a survey for CDCAC members; Tara Purvis will design a volunteer signup sheet in Google; and reminded the Education and Reform Committees to state what they need from the CDCAC for the January 12, 2022, forum; and the Outreach Committee shall finalize the MLK Day flyer and clarify what they need from New Seasons Ministry for the program after the walk.

Chair Yolanda Stephens adjourned the meeting at 9:07 P.M.