



City of Pflugerville

Minutes - Final

Equity Commission

Monday, February 22, 2021

6:30 PM

1008 W. Pfluger Street, Pflugerville, TX

Regular Meeting (Telephone/Video Conference)

NOTICE IS HEREBY GIVEN in accordance with order of the Office of the Governor issued March 16, 2020, the Equity Commission will conduct this Meeting by telephone/video conference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the COVID-19. There will be no public access to the location described above.

This Meeting Agenda, and the Agenda Packet, are posted online at <https://pflugerville.legistar.com>

This telephonic/video meeting will be hosted through WebEx. Meeting Public URL: <https://pflugervilletx.webex.com/pflugervilletx/onstage/g.php?MTID=e9f9ee635e41a19f5a9d63d216881040b>

Meeting Number / Code: 187 869 3117

Dial-in Number: +1-408-418-9388 (US toll)

Citizens Communication will only be allowed via telephone/video conference. All speakers must register to speak at least 2 hours in advance of the meeting. All comments will occur at the beginning of the meeting under the Citizens Communication item. Speakers must call in at least 15 minutes prior to the meeting start in order to speak. Written comments may also be submitted 2 hours in advance of the meeting.

To register to speak or to submit written comments, please email JenniferC@pflugervilletx.gov at least 2 hours in advance of the meeting. A recording of the telephone/video meeting will be made, and will be available to the public upon written request.

Equity Commission Members:

James Matlock - Chair

Shawn Douglas - Vice-Chair

Autumn Arnett - Secretary

Donald Scott II

Amy Hart

Elizabeth Guillory-Medina

Daisy Delgado Castillo

1. Call to Order

Present: James Matlock, Chair; Shawn Douglas, Vice-Chair; Autumn Arnett, Secretary; Elizabeth Guillory Medina; Daisy Delgado Castillo; Amy Hart

Absent: Donald Scott II

City Staff: Sereniah Breland, City Manager; Trey Fletcher, Deputy City Manager; Jennifer Griswold, Library Director

Other: Councilperson Rudy Metayer

Chair Matlock called the meeting to order at 6:32 p.m.

2. Citizens Communication

Chair Matlock introduced Councilperson Metayer. Councilperson Metayer spoke with the Commission in reference to the recent Artic freeze weather related disaster and efforts to help those citizen's most acutely impacted. He spoke about the resiliency of the community and of all of the efforts of the citizens to help each other. He thanked the Commission for their commitment to the community. He spoke about the importance of the Equity Commission in sharing their ideas and letting people know their voices.

Chair Matlock spoke about work of the Central Texas Food Bank and thanked Councilperson Metayer for those efforts. Chairperson Metayer stated that the food efforts have been going on since the beginning of the pandemic. Ms. Hart asked about a need for a warming center. Councilperson Metayer said he was making a list and stated Pflugerville is no longer a small town and needs to plan as a bigger city. Councilperson Metayer further spoke about help on a city level.

Chair Matlock opened up the meeting to any other questions. Liz Guillory Medina spoke about the importance of thinking about location and access when talking about relief efforts.

Councilperson Metayer spoke about planning for Pflugerville as a whole, and the need to not allow it to become two cities in regard to planning and services.

Councilperson Metayer shared some concerns over how the emergency was handled on a state level and spoke about a plan for the water plant. He also spoke about a Central Communication Plan that would allow the city to reach everyone with or without power.

Chair Matlock spoke about heat tracing and insulation of pipes in regard to the freeze.

Councilperson Metayer further commented on future planning for events and community assets and making certain they are available and accessible for everyone.

Chair Matlock spoke about the importance of redundancy in regard to utilities.

Vice-Chair Douglas spoke about the uneven nature of the electric grid and stated that these concerns were something he hoped they could take to the State. He thanked Councilperson Metayer for speaking to the Commission.

Councilperson Metayer said they would also be looking at the 2011 report and see what was and wasn't done. He encouraged the Commission to find out about hearings at the State Affairs Committee about the issue of the power grid failures.

Chair Matlock thanked Councilperson Metayer and said he would be at the Council meeting and he understands there needs to be robust legislation due to climate change.

Councilperson Metayer agreed.

In accordance with the Texas Attorney General's Opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Equity Commission. No formal action, discussion, deliberation, or comment will be made.

3. Approval of Minutes

- 3A. [2021-0199](#) Approval of the February 8, 2021 minutes.
Jennifer Griswold, Library Director

Approval of the February 8, 2021 minutes.
Chair Matlock called for approval of the February 8th minutes. Ms. Griswold asked if everyone had a chance to review the minutes. Vice-Chair Douglas moved to approve the minutes. Ms. Hart seconded. Motion passed by acclamation.

4. Discuss and Consider Action

- 4A. [2021-0200](#) The Mission
Facilitated by Pamela Benson Owens, Edge of Your Seat Consulting

Tabled

- 4B. [2021-0203](#) Discuss and consider action to make recommendation to the City Manager for engagement of Edge of Your Seat Consulting, Inc. for facilitated discussions with the Equity Commission in the amount of \$2,000.
James Matlock, Chair

Chair Matlock asked if everyone had an opportunity to read the document. Secretary Arnett indicated she was unable to review the document. Vice-Chair

Douglas asked Ms. Griswold to share the document on her screen.

Vice-Chair Douglas asked City Manager Breland what the City training budget looked like and what this money may have been used for, if not for the Commission. City Manager Breland asked for the dollar amount the Commission had come up with. Chair Matlock stated that the budget they had discussed for Equity Commission training was \$3000, however, Ms. Benson Owens had come up with a \$2000 invoice which is below budget. City Manager Breland indicated that the amount was doable.

Chair Matlock explained that the syllabus indicated that the services exceeded the \$2000 price tag. Vice-Chair Douglas asked a question on the deliverables. He asked what the end product would be. Chair Matlock said he believed the end product would be the creation of a mission statement and that the statement should not come from her but from the Commission. What Ms. Benson Owens is doing is setting the environment to get the Commission to create the product. Secretary Arnett asked if there was a document we were working from. Chair Matlock mentioned the homework from the previous week. The work being: where we are and where we are going and rules of engagement and that Ms. Benson Owens was going to take us through the next step at this meeting. Secretary Arnett asked for clarification as to who owned the document. Mr. Matlock stated that the Commission did. Vice-Chair Douglas asked if there was a summarization between each issue on the syllabus and whether Ms. Benson Owens was going to just facilitate the discussions.

Chair Matlock clarified that they had not gone into that much depth but they can discuss those questions with her. He further stated it sounded like the Commission still had some questions to be answered and suggested they bring the agreement back at the next meeting.

Ms. Medina stated she wasn't opposed to approving the proposal but she wanted to make sure that they had a document at the end. Chair Matlock said he believed they would and that it was one of the things they had asked for up front.

Ms. Griswold stated that she had just received an email from Ms. Benson Owens stating that she had done the first session without the confirmation but in order to move on she would need a confirmation of agreement.

Ms. Castillo asked if the timeline needed to be amended. Chair Matlock stated that they would.

Chair Matlock said he felt comfortable bringing it to a vote. He asked if there were any other questions or concerns. Ms. Medina stated she felt comfortable. Vice-Chair Douglas asked if payment was in advance or at the completion of the work.

Chair Matlock stated that City Manager Breland could speak to that, but his experience has been that it may need to go through the process before payment is made. They did not state in the agreement that a portion would be held in contingency, due to the amount. City Manager Breland stated that it was on page three of the payment schedule and they could cut a check in three days.

Chair Matlock called to for a motion to approve. Ms. Medina motioned, Ms. Castillo seconded. Vice-Chair Douglas suggested they take individual votes. All Commission members voted to approve. Ms. Castillo stated that while it was a small amount by some accounts, they still needed to good stewards of the taxpayer money. Chair Matlock agreed and stated that this amount is at the level of director approval. Secretary Arnett also said she agreed with Ms. Castillo.

5. Discuss Only

5A. [2021-0201](#)

Discuss metrics to evaluate effectiveness of equity efforts
Jennifer Griswold, Library Director

Ms. Griswold spoke about the link to the racial profiling information she had sent and Chair Matlock had responded with some questions including when the 2020 data would be available. She stated the report would be presented to the City Council tomorrow, February 23rd, and that the Assistant Chief of Police, Jason Smith would join one of the Equity Commission's March meetings to answer questions on that information. Chair Matlock explained to the Commission that he had asked for the information because he did not find information on arrests by gender and ethnicity from the Pflugerville Police Department, but did from Pflugerville Independent School District Police Department.

City Manager Breland clarified that the information Chair Matlock was interested in was in the report.

Vice-Chair Douglas said the Commission should take the Chief up on the offer to join a future meeting. Chair Matlock agreed and said they should develop a relationship and better understand policies as they relate to people of color and to gender.

6. Future Agenda Items

6A. [2021-0202](#)

Upcoming Agenda Items
James Matlock, Chair

Chair Matlock said they should continue to go through the Mission statement and flesh that out.

Ms. Griswold reminded the Commission on the process of joining the City Council meeting as citizens and how to speak during public comment.

Vice-Chair Douglas asked about registering for Public Comment and asked if they needed to go through the City Secretary. Ms. Griswold said yes and said she would send instructions.

Ms. Hart asked if they should prepare questions for the Chief about other issues. Ms. Griswold explained she had only spoken to him about the racial profiling report but that she was sure he would answer other questions.

Ms. Hart brought up an article in The Austin Chronicle, about Secretary Arnett and her work on curriculum for schools and others to use during Black History Month. Chair Matlock said he was proud of her efforts. Secretary Arnett said you can go to <https://www.ablackchildcan.org/> and download the document.

7. Adjourn

Meeting adjourned at 7:38 p.m.

Respectfully submitted,

Jennifer Griswold, Library Director

Approved as submitted on March 8, 2021