



City of Pflugerville

Minutes - Final

Equity Commission

Monday, June 14, 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?](https://pflugervilletx.webex.com/pflugervilletx/onstage/g.php?MTID=e8fb727d515ee256a399e3b4b817b28f8)

MTID=e8fb727d515ee256a399e3b4b817b28f8

Meeting Number / Code: 187 135 3396

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.

Vice-Chair Douglas called the meeting to order at 6:39 p.m.

Present: Shawn Douglas, Vice-Chair; Daisy Castillo, Donald Scott, II; Dr. Elizabeth Medina

Absent: James Matlock, Chair; Autumn Arnett, Secretary

Staff present: Jennifer Griswold, Library Director; Sereniah Breland, City Manager

Equity Commission Members:

James Matlock - Chair

Shawn Douglas - Vice-Chair

Autumn Arnett - Secretary

Donald Scott II

Elizabeth Guillory-Medina

Daisy Delgado Castillo

1. Call to Order

Vice-Chair Douglas called the meeting to order at 6:39 p.m.

Present: Shawn Douglas, Vice-Chair; Daisy Castillo, Donald Scott, II; Dr. Elizabeth Medina

Absent: James Matlock, Chair; Autumn Arnett, Secretary

Staff present: Jennifer Griswold, Library Director; Sereniah Breland, City Manager

2. Citizen Communication

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.

None

3. Approval of Minutes

- 3A. [2021-0600](#) Approval of the May 24, 2021 minutes (approx. 5 min.)
Jennifer Griswold, Library Director

Vice-Chair Douglas explained Chair Matlock was not able to attend due to a family emergency. Vice-Chair Douglas called for approval of the May 24, 2021 minutes. Dr. Medina motioned to approve minutes as written, Mr. Scott seconded the motion. Minutes approved by acclamation.

4. Discuss and Consider Action

- 4A. [2021-0601](#) Process for moving forward with pillars
James Matlock, Chair

Vice-Chair Douglas the Commission to consider that the Chair was very passionate about this topic. He brought to the attention of the Commission that the Chair was not there to speak on the topic and to consider the relative impact of that. He stated that they could go through and discuss the topic and

get feedback. He stated that it is one of the most important discuss as the move forward. He also reminded the Commission that they were set to present at the June 22nd Council meeting and before they complete the discussion they needed to consider if they want to go forward with that or wait until the Chair can attend. He asked how everyone feels about the discussion of the homework. Mr. Scott requested that the pillars be added to the homework in a different tab so there is one place where all the information is so when they do vote on it, it is easier. Ms. Griswold said she would add them.

Ms. Castillo stated agreed that Chair Matlock had some strong opinions about how he envisions the sub-committees. She referenced her own homework comment asking how many sub-committees they would be a part of because that is an important piece. She would like to know a number or an expectation in regards to that question. Dr. Medina agreed.

Vice-Chair Douglas stated the discussion was too important to leave folks out. He stated if they table the discussion, they should also table the presentation to the council. He further stated that while he sometimes had a contrary view as the Chair, he was reticent to put something forward that might further divide the Commission. He stated his concern was that the more work that is pushed outside of the meetings will not drive the kind of participation that they want. He said he would rather have that discussion with the Chair present so that everyone agrees, and it is important that everyone is present for the discussion even if they do not have a unanimous vote.

Vice-Chair Douglas said he would like to hear from Mr. Scott on the topic. Mr. Scott stated that he was OK with having any discussions but that if they get into the voting process, it will take a handful of rotations in any case. Mr. Scott further stated that the primary thing to talk about would be responsibility and how much responsibility they as individuals are willing to take on and if they are bringing in new people, and if individuals who are passionate about a particular pillar, are team leaders also.

Vice-Chair Douglas said he agreed it was not just a discussion about how and where they do the work, but also if they try to do too much it won't get completed and they will not be moving forward. He further stated it would take more discussion and coordination, but he felt they could get a lot of it done during the meetings and perhaps that would mean the meetings were a little but longer. He also stated the second part of the discussion is how would sub-committees operate? What is the expectation of each person, on each committee? The Commission would need to flesh that out and he was not sure if they went down that path what the expectations would be.

Vice-Chair Douglas called for a motion to table the discussion until the June 28th meeting.

Ms. Castillo moved to table the discussion Dr. Medina seconded. Vice-Chair Douglas called for an individual vote. Ms. Castillo voted yes, Mr. Scott voted yes, Dr. Medina voted yes, and Vice-Chair Douglas voted yes.

Vice-Chair Douglas asked if they needed a second vote to table the presentation to the Council. Ms. Griswold indicated she thought so. Vice-Chair Douglas called for a motion to reschedule. Dr. Medina moved, Mr. Scott seconded, Vice-Chair Douglas called for an individual vote. Dr. Medina voted yes, Mr. Scott voted yes, Ms. Castillo voted yes, and Vice-Chair Douglas voted

yes.

Mr. Scott asked for clarification that the Commission wants to have a full presentation for the Council rather than incremental information. Vice-Chair Douglas stated, yes, that was his feeling.

4B. [2021-0602](#)

Future meetings

James Matlock, Chair

Vice-Chair Douglas stated that this was an important topic for discussion and that since there was a quorum, they should at least discuss the topic. He asked Ms. Griswold how the topic came about. Ms. Griswold stated that the Council was now meeting in person and she believed that there was no formal announcement from the Governor yet about Boards and Commissions meeting virtually or in person. Ms. Griswold stated that City Manager Breland commented that the Council has left the decision up to each Board for now. Ms. Griswold stated the Library Board has voted to stay virtual but some Boards are now meeting in person. She stated she had reserved space at the library if they did decide to go in-person meetings. She stated it would be up to the Commission to decide for now.

Vice-Chair Douglas asked if this needed to be an immediate decision or could they set a date. Ms. Griswold stated it was her understanding they could set a date in the future if they so decided.

Ms. Griswold read some comments from the chat. The first comment from Ms. Castillo asked if they could do a hybrid in-person/ virtual meeting. Ms. Griswold stated that since the meeting was not broadcast, she thought they could but needed to check. She stated they were not able to do that with the City Council because they did not have the technology. Vice-Chair Douglas asked if it was the limitations of the room, Ms. Griswold said it was meetings at City Hall because they are broadcast but that they may be able to do it at the library because of the meetings not being broadcast to PFTV. City Manager Breland said another concern was that it would be difficult for the public to hear call in comments and speakers.

Vice-Chair Douglas stated that another consideration was that it was not simply the Board that is involved. The public would be able to attend. He asked if there was a limit on the number of people who could attend. Ms. Griswold explained room capacity limitations. Vice-Chair Douglas asked if they could socially distance. Ms. Griswold said it would take two rooms and that she would need to look at the meeting room calendar to see if a second room was available.

Vice-Chair Douglas stated that he needed to get some opinions but that he had nothing against meeting in person and allowing the public. Mr. Scott said his preference was to have the virtual option because it allows for more options for everyone. Ms. Griswold stated that the City Manager said they do not need to make the decision tonight.

Dr. Medina agreed with Mr. Scott, virtual meetings allowed her to attend when it would not otherwise be feasible. Mr. Scott stated this was the same discussion people have about going back to the office because it opens possibilities to multiple attend events and be productive. Vice-Chair Douglas stated that it was a consideration and they need to build in a buffer to allow

people to have more flexibility in their daily lives. The only counterpoint is that he is concerned that there could be action that requires meeting in person at some point. He asked for Ms. Castillo's opinion. She stated she has not had the option of virtual during the pandemic and the Commission meetings were the only experience she had. She stated that her preference would be in-person but she understood and that is why she asked if they could do a combination of virtual and in-person.

Vice-Chair Douglas stated he was surprised no one brought up health concerns. He stated at a minimum they needed time to adjust their lives around having to meet in person. He stated he hoped there would not be action from the state that would supersede them getting that time. Vice-Chair Douglas asked Ms. Griswold if they could do a poll. She stated she was not sure but could find out. City Manager Breland stated they could do a poll if they wanted.

Vice-Chair Douglas asked if there were any health concerns. Ms. Castillo said not for her but she thought that is why they should leave it open for discussion because there are other members that may have concerns that they need to take into consideration. Dr. Medina agreed. Vice-Chair Douglas stated it was an important discussion and they should discuss it at another meeting before they do a poll. He asked if anyone was opposed to that.

Ms. Griswold stated that Amy Hart has resigned from the Commission because she is moving out of the area and that Council would be interviewing applicants at the June 22nd meeting and that it would be good if the Commission could attend. She stated the meeting would be in person. Mr. Scott asked for a calendar invite or reminder on that. Vice-Chair Douglas stated that the meetings can be very long and cautioned Commission members that they should look at the agenda because they often have quite a few things to go through. Ms. Griswold said she would send the agenda as soon as it is ready.

Vice-Chair Douglas said that they would work in the discussions on the next agenda but if at the next meeting they are still at four or five members, they may need to make the call.

5. Adjourn

Vice-Chair asked about any other closing thoughts. Hearing none he adjourned the meeting at 7:15 pm.

Respectfully submitted,

Jennifer Griswold, Library Director

Approved as submitted on July 12, 2021