

**COCONINO COUNTY
AFRICAN DIASPORA ADVISORY COUNCIL (ADAC)
RETREAT MINUTES: September 19, 2020**

Council Officers			
[X] Breyanna Smith, Chair			
[E] Khara House, Vice Chair and Communications & Social Media Liaison			
Council Members		:	Also, Present:
[X] Deb Harris			Wanda
[X] Amber Jones			Billings-Reber
[X] Laurel Matsuda			Eric Peterson
[X] Dr. Tracye A. Moore			Susie Garretson
TOPIC	DISCUSSION	ACTION	FOLLOWUP
1) CALL TO ORDER	The meeting was called to order at 10:16 AM		
2) OPENING PUBLIC PARTICIPATION	A. Deb: The flyer about Lived Black Experience has been sent and is for everybody. Registration is now. It will be recorded for those who must miss sessions but encourage people to attend. B. Eric: On Wednesday 9/23 at 6pm, there will be a tele-town hall about the Census. The County only has 43% participation so far.		Eric: Send information about tele-town hall on Monday.
3) APPROVAL OF MINUTES	A. Discussion and possible action on approving the August 12, 2020 ADAC meeting minutes: Corrections were made. Council Member Matsuda moved to approve the August 12, 2020 ADAC meeting minutes. Council member Harris seconded the motion and it passed.	APPROVED	
4) OLD BUSINESS	A. Bylaws and Survey Results for Diversity Councils Online File Information Storage – Eric Peterson, Coconino County Public Affairs Director: Eric has created a Teams site which will give Council Members access to share point and to a Diversity Council Master Calendar. Once he invites members to it, he would like members to play around with it, to see if there are problems or things that need to be added. It will be available via the internet browser. Members will be allowed to create items on the calendar. At the October 7 Tri-Council meetings, Eric will walk through it on the screen. B. Bylaws – Eric Peterson, Coconino County Public Affairs Director: The Board of Supervisors (BOS) will vote on the bylaws on October 6, 10 am. The one question still to be		

	<p>worked on is representation from all five districts.</p> <p>C. County Diversity, Equity, and Inclusion Initiatives – Eric Peterson, Coconino County Public Affairs Director:</p> <ol style="list-style-type: none"> 1. Hiring Update: The BOS are re-evaluating the budget that requires \$1.5 million in vacancy savings. There is a vacancy review board. At the Board’s meeting this Tuesday they will review this. 2. Next Steps: The Council could advocate to the BOS to hire this position by writing letters that they would need to receive before the October 6 BOS meeting. 3. Eric also discussed the Workforce Development Board, which oversees federal workforce money. They are looking for volunteer board members and who are business owners from diverse ethnicities, and who have workforce training needs. They have quarterly meetings. Getting the right people on board is crucial. <p>D. African American Community Action Coalition and joining in the seminar series – Deb Harris, ADAC member: The series is going on. Register for the event.</p>		<p>Breyaunna: Create letter to BOS re importance of hiring a DEI position.</p> <p>Susie: Send letter to BOS & County Manager.</p> <p>All: Send Eric names of potential board members.</p> <p>Eric: Send date of Work Force Board member closure date; Send new BOS orientation information</p>
<p>5) FINANCE</p>	<p>A. Finance Report – Susie Garretson, Diversity Council Coordinator: The balance is \$2,694.70.</p> <p>B. Discussion and possible action on expense approval – Breyaunna Smith, ADAC Chair: No action. It was agreed to research prices for promotional materials with new logo- Ink Pens, chip clip magnets, and USB drives. New name badges (\$50 budgeted). New table banner paid for by the County.</p>		<p>Susie: Research prices for swag</p> <ul style="list-style-type: none"> • Ink pens • Chip clip magnets • USB drives
<p>6) NEW BUSINESS</p>	<p>A. 2020/21 Timeline and Accomplishments – Breyaunna Smith, ADAC Chair:</p> <ol style="list-style-type: none"> 1. Reviewed proposals for January 8 retreat 2. Discuss 2020/2021 Activities, Outreach, Commitments 3. How these will tie in to Covid-19 situation: 4. Create budget for the year <p>The plans for the rest of the year are:</p> <p>OCTOBER:</p> <p>10/14 ADAC meeting</p> <p>10/19 Voter information town hall: Target the Southside and churches. Create virtual</p>		<p>Breyaunna: Invite Patty Hansen</p>

presentation. Create flyers and boost on Facebook. Can put it on Steamyard with links to Facebook. It will be an information session that people can join. Invite County Recorder, Patty Hansen. Breaunna will also have a role. It will be on a Monday or Friday at 6pm. There will be a raffle for all those who join, as well as Trivia with prizes for those who put their answers in Chat. Winners will receive a prize. All who participate will be eligible. There will be three questions. Purchase three Visa gift 3 cards for \$25 each to total \$75.

NOVEMBER:

11/11/20 ADAC virtual meeting

DECEMBER:

12/09/20 ADAC virtual meeting

12/12/20 10am – 11 am:

A. ADAC Virtual Craft Day and partner with Sigma Gamma Rho, Sorority, Inc. This will be a Make and Take, virtual craft day, which will be live-streamed and recorded. It will be on Zoom because it is interactive. Members will teach a craft: Laurel - mini wreath; Deb - flexible garland; Amber – paper Christmas tree. It will be held at the Murdoch Center, with all three in one room, and done one at a time so participants can do each exercise. Instructors should arrive at 9:30am and will provide a list of supplies needed so it can be sent out ahead of time. Participants will be put into a drawing, with winner to receive the finished product made by each instructor.

B. Sponsor a family: Four \$50 gift cards will be given to each of the four Southside churches to be distributed to a family or as the Pastors see fit (total \$200).

C. Christmas Parade: If there is a virtual parade ADAC may participate.

Juneteenth letters: These will be sent in January

JANUARY:

1/13/21: ADAC virtual meeting and Tri-Council with ADAC hosting. It will be recorded and include 10-minute presentations on mental health, physical health, and dental health as it relates to African Americans and the social determinates of health. Possibilities for speakers are Dr. Adrian

Susie: send old flyer to Amber.
Amber: Make flyer

Susie: Ask about transportation to polls.

Breaunna: Make flyer

Deb: Contact Harper AME, Riverside, & First Missionary.

Tracye: Contact Spring Hill.

	<p>Gupton, nurse, and midwife for physical health, Breaunna, mental health, and Dr. Tracye A. Moore for dental health. Council reports will be in writing and allow 5 minutes each for brief oral reports. Allow 5 minutes for announcements. Allow 30 minutes for the 3 presentations with 15 minutes for Q & A at the end.</p> <p>Juneteenth letter: Finalize.</p> <p>1/15/21 – 2/15/21 Essay contest submissions due</p> <p>FEBRUARY:</p> <p>2/10/21 ADAC Virtual meeting</p> <p>Black History Month Essay Contest</p> <p>Jan 15 – applications open</p> <p>2/15/21 Final date for Essay submissions.</p> <p>2/22/21 Essay contest award Feb 22. ADAC will get information out soon with lots of reminders. Laurel, Khara, Breaunna on committee. The contest is for Elementary, Junior High, and High School students. There will be \$100 Visa gift cards and certificates for each of the 3 winners in addition to certificates for each of the participants for a total of \$300.</p> <p>MARCH:</p> <p>3/10/21 ADAC Virtual meeting</p> <p>ADAC will possibly partner with Sigma Gamma Rho Sorority, Inc, with the sorority contributing \$100 towards the March of Dimes event.</p> <p>APRIL:</p> <p>4/14/21 ADAC Virtual meeting</p> <p>Juneteenth Planning</p> <p>MAY:</p> <p>5/12/21 ADAC Virtual meeting</p> <p>Juneteenth planning</p> <p>JUNE:</p> <p>Juneteenth: June 19, 2020. Allow \$500 for this event. Other locations possibilities: Ft Tuthill, Wheeler Park, Downtown, Center for the Arts, Coconino, or Flagstaff High Schools.</p> <p>Budget October-June:</p> <p>\$50 new name badges</p> <p>\$75 Voter Information Session</p> <p>\$200 Sponsor a Family in Need</p> <p>\$300 Essay contest</p> <p>\$500 Juneteenth</p> <p>Total: \$1,125</p>		<p>Susie and Deb: go through Juneteenth letter list</p> <p>Khara, Breaunna, Laurel: Meet and report at October meeting</p>
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If all those costs are spent, new balance will be \$1569.70

A. Essay contest topics and rubrics – Breaunna Smith, ADAC Chair: Khara, Laurel, Breaunna will meet on this.

B. Discussion on July 22 Sheriff and Police Chief presentations – Breaunna Smith, ADAC Chair and Khara House, ADAC Vice Chair: Ideas: Have Commander Rex Gilliland as a guest; Do ride-a-longs. Council member Moore moved to table this topic until Vice Chair House is present to provide more details. Council member Matsuda seconded the motion and it passed.

C. ADAC Logo – Amber Jones, ADAC Member:



The group agreed on the second logo.

D. FUSD Anti-racism/Anti-bias Task Force – Amber Jones, ADAC member and Wanda Billings-Reber, FUSD: Wanda presented a document which explains the purpose of the task force. They are hoping these will go into policies and strategic planning.



Objectives of Anti Racism Task Force (2).pdf

The company who facilitates this task force is Just Perspectives. The Co-chairs are Board members. Board members are Liz Archuleta, Eric Deschene, Kara Kelty, Carol Haden, Susan Smith. They will consider staff diversity, curriculum, student behavioral, social, and emotional health, and professional learning. Kara-staff diversity; Eric – Curriculum; Susan Smith – Social; Liz – Professional learning They are planning a town hall for October 5. They are making sure LBGTQIA and differently abled populations will be included as well.

TABLED

Susie & Eric: Submit logo for banner, website, etc.

Wanda: send info to Susie.

Susie: look for minutes with suggestions in minutes – Tri & ADAC.

	<p>At their first meeting they looked a demographics of staffing.</p> <p>The facilitator is Angelica from Just Perspectives. The Chair is Eric and the Co-Chair is Liz Archuleta.</p> <p>Amber is on the Curriculum task force.</p> <p>Member questions:</p> <ol style="list-style-type: none"> 1. How committed is the School Board to this, and do the co-chairs understand that this covers all historically unrepresented students? It was suggested that each task force member should be asked what they think their committee is doing. 2. How much cultural awareness do the task force members have? It was suggested that they should have asked for members' qualifications to represent each group. 3. How do we advocate for fair treatment in that task force? It was suggested that there should be diversity training for task force members. 4. What is their intention of mandating an anti-racism curriculum at all grade levels? There is a need to retrain teachers. The issue is to make the curriculum inclusive. <p>They are supposed to bring recommendations to the board, and there may not be enough time to come up with good proposals.</p> <p>ADAC may write a letter to Liz and the Co-Chairs and to the School Board addressing member concerns.</p>		<p>Wanda: Send Susie timing for comments.</p> <p>Deb: Craft statement by Tuesday.</p>
<p>7) FINANCE</p>	<p>A. Finance report – Susie Garretson, Diversity Council Coordinator: There is \$2,694.70 in the account.</p> <p>B. Discussion and possible action on expense approval – Breaunna Smith, ADAC Chair: None</p>		
<p>8) ANNOUNCEMENTS</p>			
<p>8) NEXT MEETING DATES</p>	<p>October 5, 2020: Town Hall for</p> <p>October 6, 2020 10am: Board of Supervisors meeting to approve Council Bylaws</p> <p>October 7, 2020 Tri-Diversity Council Meeting (CHAC hosting) Eric will present shared drive.</p> <p>October 14, 2020 ADAC Meeting</p>		

9) ADJOURNMENT	Chair Smith adjourned the meeting at 2:00 pm.	ADJOURNED	
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Respectfully Submitted by Susie Garretson

These minutes were approved at their 11/18/20 ADAC meeting.