



## Meeting Minutes

### International Decade for People of African Descent Advisory Committee

**Date:** June 13th, 2022, from 5:05pm to 6:30pm via MS teams

**Attendees:** Dominique Makay, Kenny Panza, Aziza Moqia Sealay-Qaylow, Hissein Idriss, Natalie Justin, William Goldiet, Dr. Christian Kumi

**Council Liaisons:** Mayor Lisa Helps

**City Staff:** Silvia Mangué, Albert Galiev, Pierre-Paul Angelblazer, Crystal Anderson

**Regrets:** Barbara Hudlin

#### Time of Meeting:

Item	Description	Notes
1.	Welcome and Land Acknowledgement	<ul style="list-style-type: none"><li>• Dominique Makay gave the land acknowledgement</li></ul>
2.	Approval of the minutes from May 19 <sup>th</sup>	<ul style="list-style-type: none"><li>• Approved as circulated</li><li>• Kenny Panza volunteered to take minutes for the meeting. It was then decided that the minutes will be combined with staff minutes.</li></ul>
3.	1. Town Hall Procedures:	<p><i>Setup:</i> The seating arrangement for the town hall will be similar to a regular Council Meeting. Every member of the Committee will have a table microphone, and wireless microphones will be passed around to the audience. Kenny should bring his laptop and a USB key with the presentation.</p> <p><i>Attendee Management:</i> Folks who attend can participate in the process. Coffee will be provided. There are 19 attendees registered, while the Committee hopes that 30 will come. For audience questions, the Chair will take the lead in answering or passing questions to other committee members. The Chair will maintain a speakers list to ensure every member gets to answer questions.</p>

	2. Kenny & Aziza Presentation:	<p>Committee members provided feedback at their final look at the town hall presentation.</p> <p><i>Slide Content:</i> The logic model slide will be pared down to focus on the outputs of the grant program. A portion of a slide to do with sustainability was missing a portion of text. Committee should not underestimate the length of the question &amp; answer period. Presentation retitled to focus on the community development aspect of the grant.</p> <p><i>Audience Accessibility:</i> Slides will be edited to increase the contrast between the lettering and the background. Staff assured the committee that the room is bright and airy, with screens visible to all attendees. Ending slide changed to invite attendees to visit the IDPAD web page.</p>
	3. Promotion of the Event:	<p><i>Intended audience:</i> Invites have been sent to community members, mailing lists, and designated community associations. The Committee discussed broadening the intended audience for the event in order to promote an inclusive atmosphere for any who wish to participate and give their thoughts. The town hall should be seen as a focus group for the grant, rather than re-opening discussion on the grant itself.</p> <p>It was also noted that members will register/sign in as they arrive, thereby building a mailing list for the Committee.</p> <p><i>Press Release:</i> The Committee agreed to send out a press release on Friday in order to build the profile of the work being done. A draft version of the press release will be passed around Wednesday, provided Dominique and William can send quotes for the copy.</p>
4.	Closing Remarks	<ul style="list-style-type: none"> <li>• William invited the committee to a cookout in Langford. Dominique noted the excellent quality of Williams brisket.</li> <li>• Members should aim to be 10 minutes early to the town hall.</li> </ul>
5.	Meeting Adjourned	Meeting adjourned at 6:30 p.m.