



MINUTES
COMMUNITY INCLUSION AND ENGAGEMENT COMMISSION MEETING
2360 CAMPBELL CREEK BLVD, SUITE 525
JUNE 13, 2024
6:30 P.M.

Attending Commission Members:

Rashmi Varma– Chair	Jessica Rivera-Lucas - Member
Raul Hinojosa– Vice Chair	Kristen Schascheck– Member
Siraj Akhtar – Member	Hisham Syed- Member
Kristen Ceaser– Member	Grace McClure Topete – Member
Audrey Oatis-Newsome – Member	

COR staff in attendance:

Director of Communications Greg Sowell, City Manager Don Magner, City Secretary Aimee Nemer, Planning Projects Manager Keith Krum

Member(s) absent:

1. Chair Rashmi Varma called the meeting to order at **6:32 p.m.**
2. Introductions
 - Rashmi Varma, Committee Chair
 - Raul Hinojosa, Committee Vice Chair
 - Siraj Akhtar, Committee Member
 - Audrey Oatis-Newsome, Committee Member
 - Jessica Rivera- Lucas, Committee Member
 - Kristen Ceasar, Committee Member
 - Grace McClure Topete, Committee Member
 - Kristen Schascheck, Committee Member
 - Hisham Syed, Committee Member
 - Greg Sowell, Communications Director
3. Presentations
 - City Council Advisory Overview – City Manager Don Magner provided insight on the City Council’s goals for the commission. Magner presented information on the Council’s process in creating the commission and the established charge for the group. Magner explained the group acts in an advisory capacity to the City Council in matters pertaining to advancing harmony in the community, encouraging inclusion and participation by all stakeholders, and furthering the City’s engagement and outreach on issues such as diversity, inclusion,

engagement, and accessibility. He explained the goal of their work was to advance unity, understanding and collaboration with stakeholders, promote inclusion and participation, assist in promoting knowledge of City government. He also explained that future endeavors could include review of plans, programs, projects, and services assigned by the City Council.

- Commission Meeting Conduct Overview - Aimee Nemer provided training and procedural information for commission members. The overview included understanding the Texas Open Meetings Act (TOMA) and its basic requirements, the purpose and acknowledgment of the City's Code of Ethics, and personal financial interest disclosures. Additionally, the session covered the City of Richardson's social media policy, specifically resolution No. 20-21, and board member training requirements.

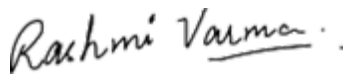
- Community Demographics – Keith Krum presented a comprehensive report on local community demographics. The presentation included the following key points:
 - Data Sources: Overview of the sources used for data collection.
 - Population Growth: Analysis of recent city population trends.
 - Race and Ethnicity: Definitions and classifications.
 - Place of Birth and Year of Entry: Information on residents' place of birth and year of entry.
 - Language: Overview of languages spoken within the community.
 - Households and Families: Statistics on household and family compositions.
 - Housing Types: Data on different types of housing and occupancy rates.
 - Disability Demographics: Information on various disabilities among residents.
 - Work and Commute: Employment patterns, commute times, and transportation modes.
 - Digital Access: Statistics on computer and internet usage within the city.

- Meeting Schedule Discussion – Greg Sowell initiated a discussion about available future dates and times when the other members could meet.

4. Chair Rashmi Varma adjourned the meeting at **9:17 p.m.**

Minutes submitted by Paola Chavez, City of Richardson Communications Department

Minutes approved July 30, 2024 meeting:



Rashmi Varma, Chair