



MINUTES
COMMUNITY INCLUSION AND ENGAGEMENT COMMISSION MEETING
1302 E. COLLINS BLVD., RICHARDSON, TX 75081
IQHQ - EVENT ROOM SUITE #400
September 17, 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	
Audrey Oatis-Newsome – Member	

CIEC staff in attendance:

Director of Communications Greg Sowell

Social Media and Community Engagement Specialist Paola Chavez

Member(s) absent: Grace McClure Topete

1. Chair Rashmi Varma called the meeting to order at **6:32 p.m.**
2. Visitors – None
3. Approval of Minutes
 - August 15, 2024 – Member Siraj Akhtar motioned to approve the minutes, and member Audrey Oatis-Newsome seconded the motion. The minutes were unanimously approved.
4. Discussion Items
 - Strategic Planning Session – Rick Robinson provided a recap of the key points discussed by the Community Inclusion and Engagement Commission (CIEC) during the previous session. Following this, he facilitated a series of team activities to refine the commission's strategic plan, utilizing a SWOT analysis framework.

- Meeting Schedule Discussion – Greg Sowell facilitated a discussion on the proposed meeting dates for the upcoming year. The commission confirmed March 6, 2025 and December 18, 2025, as scheduled meeting dates, with additional dates to be discussed at the next meeting.

5. Chair Rashmi Varma adjourned the meeting at 10:11 p.m.

Minutes approved October 3, 2024

Rashmi Varma

Rashmi Varma, Chair