TCMA Equity Task Force Minutes
February 21, 2020
Buda City Hall
Emergency Operations Center Room
405. E Loop St., Building 100

Members present included: Task Force Chair, Noel Bernal; Vice-Chair, Debbie Maynor; Kevin Carruth, City Manager, Rockport; James Childers, Assistant City Manager, Irving; Emily Crawford, City Manager, Brownwood; Micah Grau, Deputy City Manager, Buda; Paulette Hartman, Deputy City Manager, North Richland Hills

TML staff: Kim Pendergraft

Following training with Diversity Wealth, Founder and Chief Learning Officer Tasnim McCormick Benhalim., Task Force Chair Noel Bernal called the meeting to order at 1:00 p.m. and thanked the members for attending.

The Task Force discussed a multi-year approach to meet the objectives set by the Board. Members expressed the need to change the name of the Task Force to communicate a broader sense of inclusion. The names include Allies Task Force; Allied; and Allies: Bridging Connections.

Noel Bernal or Debbie Maynor will provide a report on Task Force activities at the April 3 Board meeting and include the suggested name change.

Task Force activities at the TCMA Annual Conference were discussed. Noel and Debbie will review and finalize the title and session description and confirm with TML staff. They will also develop tabletop discussion topics for the session. A Task Force meeting will be scheduled via conference call for feedback and to finalize session details. Emily has been in contact with the coordinator of the networking lunch for tabletop topics. Emily Crawford will work to design signage to place at the conference site that communicates “We Are TCMA.” Monique Vernon, City Manager, Kirby will be a presenter for the TexTalk session. Her topic is “The Equity Challenge: Positioning TCMA for the Future.”

Subcommittees were finalized.

**Recruitment and Outreach** (James Childers, Chair)
- Increase TCMA membership by 10 percent.
- Target groups include student, young professional, women, African American, Hispanic, and other unrepresented groups.
- Target historically-black colleges and others with significant underrepresented populations for careers in local government.
- Support women leadership initiatives in the public administration arena.
- CMT data on student demographics.

**Professional Development** (Paulette Hartman, Chair)
- Develop a training template to use at the regional level to begin the conversation on equity.
- Conduct a diversity workshop focusing on overcoming unconscious bias in decision-making.
- Offer unconscious bias training.
- Develop and/or compile academic resources.
- Role of TCMA in being a resource to membership.

**Organizational Culture/Structures** (Emily Crawford, Chair-pending confirmation)
• Creating an atmosphere for a comfortable conversation on equity, diversity, and inclusion.
• Develop operational plan with metrics to complete the goals of the Equity Task Force.
• Monitor the progress in achieving equity goals.
• Develop regional conversations and frame the topic of equity, diversity, and inclusion in a nonthreatening manner.
• Use LinkedIn as a medium to connect and have meaningful conversations, develop relationship, and encourage a new generation of those in city government careers.
• Requirement for TCMA leadership training in diversity, equity, and inclusion.
• Liaison to TCMA committees on diversity, equity and inclusion.

Noel Bernal and Kevin Carruth will contact TCMA President-Elect Brad Stafford to discuss 2020-2021 Task Force members and support to include the Task Force in the 2020-2022 Strategic Plan.

The meeting adjourned at 2:55 p.m.