



CITY OF TOPEKA

Human Relations Commission
City Hall, 215 SE 7th Street
Topeka, KS 66603

Tel: 785-368-3725
www.topeka.org

Upcoming Meeting Information:

Date: Monday, December 11, 2023

Time: 5:30 PM

Location: City Hall, 215 SE 7th Street, Topeka, Kansas and Zoom

Meeting Agenda

- I. Call to Order and Roll Call
- II. Agenda and Prior Meeting Minutes
- III. New Business
- IV. Old Business
 - a. Election of Chair and Vice Chair
 - b. 2023 HRC Annual Report
 - c. Diversity Entrepreneurship Program, National League of Cities
 - i. Diversity Supplier
 - ii. Reducing Barriers for Hispanic/Latino Businesses
 - d. AARP Age Friendly Initiative
- V. Other Announcements
 - a. Holiday Posada Report
- VI. Public Comment
- VII. Important Dates/Events
- VIII. Adjournment

Public Comment Notice: To honor safety mandates surrounding the COVID-19 pandemic, in-person public comments will be limited; please contact Brenda Younger, City Clerk, at cclerk@topeka.org regarding meeting attendance or to submit written public comments. Written comments may also be mailed to: 215 SE 7th Street, Room 166, Topeka, Kansas 66603. All attendance requests and comments must be received 2 business days prior to the meeting.

To request an ADA Accommodation, please contact 785-368-3917 between the hours of 8:00am – 5:00pm no later than 3 working days in advance of this meeting.



CITY OF TOPEKA

HUMAN RELATIONS COMMISSION

MEETING MINUTES DRAFT

Date: November 20, 2023
Time: 5:30pm
Location: City Hall – 1st Floor Conference Room; 215 SE 7th Street

Call to Order. Chair Roberts called the meeting to order at 5:32 pm.

Roll Call. Present: Chair Carol Roberts; Commissioner Pamela James; Commissioner Marisol Marcelo; and Commissioner Zachary Surratt. Absent: Vice Chair Carmen Romero-Nichols; Commissioner Cynthia Hopp; Commissioner Luc Bensimon; and Commissioner Alexis Simmons.

Guests. Kristin Hammer, YWCA Representative; Ernestor De La Rosa, Chief Diversity Equity and Inclusion Officer; Zaynah Afada, Diversity Equity and Inclusion Program Coordinator; and Kaitlyn Willis, Executive Assistant to the City Manager.

Adoption of October 9, 2023 Minutes. Commissioner Surratt moved and Chair Roberts seconded a motion to adopt the minutes as written. Motion passed unanimously.

Adoption of November 20, 2023 Agenda. Chair Roberts moved and Commissioner Surratt seconded a motion to adopt the agenda as written. Motion passed unanimously.

New Business.

- **YWCA Presentation.** Kristin Hammer spoke to the Commission about the YWCA and their advocacy efforts. Their Advocacy Committee's priorities are health care, economic security, gender-based violence, racial justice, and voting rights.
- **Holiday Posada.** Ernestor shared that this event will be on December 6 at 6-8pm at the Governor's Row House. The Commission discussed funding and potential sponsorships for this event.
- **Election of Chair and Vice Chair.** Commissioner Surratt moved Chair Roberts seconded a motion to postpone the election to December. Motion passed unanimously.
- **2023 HRC Annual Report.** Ernestor shared that a draft of the report would be shared in December or January.
- **NLC Diversity Entrepreneurship Program.** Ernestor shared that he and Zaynah attended the NLC City Summit in Atlanta on November 15-17 to participate in the program launch and workshop.

Old Business.

- **AARP Presentation - Age Friendly Initiative.** Ernestor shared that the City is reviewing the application for this initiative.
- **Small Business Incentive Program.** Ernestor shared that fifteen businesses attended the presentations and seven businesses completed applications.

Other Announcements.

- Ernestor shared that the City received a Municipal Equity Index (MEI) score of 97.

Public Comment. No public comment.

Important Dates/Events. Ernestor noted the dates and events below.

- Human Rights Day – Sunday, December 10, 2023

Adjournment. Meeting adjourned at 6:33p.m.

****Next Meeting: December 11, 2023****

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