

CITY OF GROVE CITY, OHIO
G.C. COMMUNITY DIVERSITY ADVISORY TASK FORCE

June 10, 2024

MINUTES

Regular Meeting

1. The regular meeting of the Grove City Community Diversity Advisory Task Force was called to order by Ms. Williams at 6:25 p.m., in the Council Conference Room, 4035 Broadway, Roll was called and the following were present:

Jeff Buskirk, Shayne Downton, Jeff Tadlock, Danielle Williams, Dan Witteman

Absent: Marcus Jackson, Miracle Reynolds

2. There being not objections, the 05/13/24 Minutes were approved by unanimous consent.
3. Members began by discussing recommendations for City Council. Mr. Downton began with a recap of Recommendation 1, which is to **create a diversity committee comprised of employees**. This includes:
 - An executive leader – preferably the HR Director;
 - The executive leader will be the communications liaison to other city departments, including Council office;
 - The Task Force Members will meet with the Diversity Committee every six (6) months to discuss progression, ideas, etc.
 - Requested attendees will be decided as the members build out this recommendation.

Mr. Downton and Mr. Witteman presented Recommendation 2 – which is to **ensure consistent diversity education is presented regularly**. In-service days would be a good way to execute this education and training.

Mr. Buskirk suggested a recommendation around language access. This idea is based on the presence of a Spanish interpreter at Mayor's Court. The interpreter assisted individuals who needed the service. Mr. Witteman agreed that this service is important, as it is used very often in schools. Mr. Downton said language access is required by law, but it would be a task for the diversity committee. Gathering data on the number of requests would assist with determining how frequently the interpreters would be needed for all foreign languages and sign language. Members discussed the need for a process to fulfill a language access services request for public meetings.

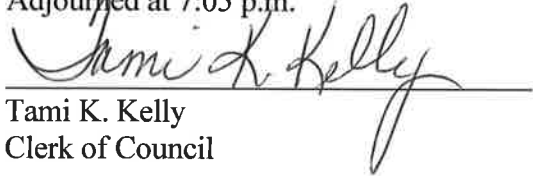
Members discussed whether to specify diversity-focused tasks for the Human Resources Director or not and agreed to not be too specific, but to provide insight into the areas the Task Force has researched over the past two years. This information will be presented as a roadmap for the diversity committee's first six months.

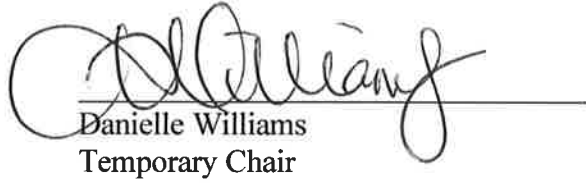
Mr. Buskirk asked if the City has an anti-discrimination policy. It was confirmed that there is a policy. Mr. Buskirk asked if the Task Force had any interest in reviewing the diversity composition of the Chamber of Commerce. Mr. Tadlock believes that is outside the scope of the Task Force's responsibilities. He suggested the Chamber create their own diversity team to research this information. Further discussion took place and Ms. Williams asked who decides what food trucks attend city events. Mr. Tadlock explained that these are not city events. The Heart of Grove City puts on Food Truck Friday Night and they partner with the Chamber or Visit Grove City. Mr. Downton suggested the newly devised Diversity Committee define the requirements for partnering

with other organizations within the city to discuss the why, what when, etc for diversity research and partnerships by the end of the third quarter of 2025. Then, the questions regarding Chamber Members and City Event Vendors could become part of the discussion on the City's diversity efforts.

4. Ms. Williams agree to create the first draft of the final recommendation plan/presentation.
5. The next meeting will be on 7/08/24 at 6:00 p.m.
6. There being no objection, Temp. Chair Williams adjourned the meeting by unanimous consent.

Adjourned at 7:05 p.m.


Tami K. Kelly
Clerk of Council


Danielle Williams
Temporary Chair