

**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.