

INCLUSIVE COMMUNITY SUBCOMMITTEE MINUTES  
Human Rights Commission  
City of Norman

November 18, 2019

The Inclusive Community Subcommittee of the Human Rights Commission of the City of Norman, Cleveland County, State of Oklahoma, met in the Norman Public Library Central, Oklahoma Redbud Room (3rd Floor), located at 103 West Acres Street on November 18, 2019, at 5:30 p.m., and notice and agenda of the meeting were duly posted 24 hours prior to the beginning of the meeting.

**Item 1, being: ROLL CALL**

PRESENT: Co-Chair Marjan Seirafi-Pour, Co-Chair Dan Dukes, Ashley Morrison, A. Miles Francisco, Betty (BJ) Robbins, Charlotte Gordon, Christina Owen, Farzad Khalili, Helen Grant, James Chappel, Jeff Yamada, Jennifer Ahrens-Sims, Jeremy Lang, John Drayton, Julianna Kershen, Lobna Hewedi, Mariann Lawson, Merleyn Bell, Michael Givel, Pixie Quigley, Randy Henning, Samuel Woodfork, Shannon Vickrey, Stephanie Williams, Steven Davis, Summayah Anwar

ABSENT: Jacob Tsofigh, Marcie King, Sanho Steele-Louchart

STAFF PRESENT: Assistant City Attorney Kristina Bell, Consultant Tamara Lebak, Officer Ali Jaffrey, Officer Jeff Casillas, Legal Admin Tech Sarah Encinias

**Item 2, being: APPROVAL OF THE MINUTES OF THE OCTOBER 21, 2019, INCLUSIVE COMMUNITY SUBCOMMITTEE MEETING**

Member Mariann Lawson moved to approve the Minutes of the October 21, 2019, meeting, and the motion was duly seconded by Member Shannon Vickrey. Co-Chair Dan Dukes called for a vote: all approved and none opposed. The Minutes for the October 21, 2019, meeting were approved by unanimous vote.

**Item 3, being: APPROVAL OF THE MINUTES OF THE OCTOBER 30, 2019, INCLUSIVE COMMUNITY SUBCOMMITTEE SPECIAL MEETING**

Member James Chappel moved to approve the Minutes of the October 30, 2019, special meeting, and the motion was duly seconded by Member Farzad Khalili. Co-Chair Dan Dukes called for a vote: all approved and none opposed. The Minutes for the October 30, 2019, special meeting were approved by unanimous vote.

**Item 4, being: APPROVAL OF THE MINUTES OF THE NOVEMBER 4, 2019, INCLUSIVE COMMUNITY SUBCOMMITTEE SPECIAL MEETING**

Member Randy Henning moved to approve the Minutes of the November 4, 2019, special meeting, and the motion was duly seconded by Member Jeremy Lang. Co-Chair Dan Dukes called for a

vote: all approved and none opposed. The Minutes for the November 4, 2019, special meeting were approved by unanimous vote.

**Item 5, being: COMMITTEE CHARGE REMINDER**

Tamara Lebak reiterated that the purpose of this Subcommittee was to develop a list of ways the City can become more inclusive. She asked members to point out if an idea on their working lists would fall under another group or if it is under the Human Rights Commission purview so the item could be separated out and forwarded to that group for action.

**Item 6, being: EXPLANATION AND DISCUSSION OF WORKING GROUP PROCESS AND RECOMMENDATIONS**

Each list of recommendations compiled by the previous nine working groups were separated and placed on various tables around the room. Ms. Lebak said members would work and rotate between the tables to review and divide each list into sub-categories to help address any questions, concerns and suggestions received from the Subcommittee as a whole. A timer was set to ring every ten minutes to signal when groups should rotate tables until everyone was able to review and give their input on all nine lists. Once rotations were completed, members were asked to return to their first table.

Ms. Lebak asked members to give consideration to the results and to incorporate requested changes into the list at their table. She then asked that a speaker from each table announce to the entire Subcommittee how the changes were incorporated into the previous working groups' recommendations.

Each convener from the previous working groups were then tasked to compile the amended lists of recommendations, complete formatting, and differentiate between original content and new additions from today. The conveners would then send a copy of each amended list to Ms. Lebak to be used for the upcoming writing group meeting.

**Item 7, being: CLOSING COMMENTS**

Ms. Lebak requested a few volunteers from the Subcommittee to meet in the Executive Conference Room on December 2, 2019, from 6:30 – 8:30 p.m. to form a small writing group. The purpose of the writing group is to compile all nine lists of recommendations into one cohesive document for presentation and eventual approval at the final Subcommittee meeting scheduled for December 16, 2019.

**Item 8, being: ADJOURNMENT**

The meeting was adjourned at 8:32 p.m.