



## City of Twin Falls Diversity and Inclusion Committee

Wednesday, February 5, 2020, 4:00 PM

203 Main Avenue East

City Hall - City Council Overflow Room

**Members:** Richard Aldama, Liyah Babayan, Stephanie Nevarez, Alejandra Hernandez, Daniel Gardner, Sergio Larios, Em English

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) CONSENT CALENDAR
  - a) **ACTION ITEM:** Request to approve the January 9, 2020, Diversity & Inclusion Minutes  
By: Leila A. Sanchez, Recording Secretary
- 3) ITEMS OF CONSIDERATION
  - a) **DISCUSSION:** Charter  
By: Stephanie Nevarez
  - b) **DISCUSSION:** Listening Sessions and Community Feedback  
By: Travis Rothweiler
  - c) **DISCUSSION:** Banners and Brochures  
By: Travis Rothweiler
  - d) **DISCUSSION:** Training scheduled with Spark! Strategic Solutions, LLC, on March 17, 2020, 1:00 pm -3:00 pm.  
By: Mandi Thompson
- 4) ADJOURNMENT

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Leila Sanchez (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

### **Public Input Procedures**

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall:
  - Wait to be recognized by the Mayor or Chairman
  - Approach the microphone/podium
  - State their name, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
2. The Mayor or Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

### **Public Hearing Procedures for Zoning Requests**

1. Prior to opening the first Public Hearing of the session, the Mayor or Chairman shall review the public hearing procedures.
2. Individuals wishing to testify or speak before the City Council or Planning & Zoning Commission shall wait to be recognized by the Mayor or Chairman, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
3. A City Staff Report shall summarize the application and history of the request.
4. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
  - A complete explanation and description of the request.
  - Why the request is being made.
  - Location of the Property.
  - Impacts on the surrounding properties and efforts to mitigate those impacts.
5. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chairman may limit public testimony to no less than two (2) minutes per person.
  - Individuals are not permitted to give their time to other speakers.
  - However, five (5) or more individuals that received written notice of the public hearing may appoint, by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chairman. The spokesperson shall be limited to 15 minutes.
  - Written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read into the record or displayed to the public on the overhead projector.
8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chairman, shall be allowed to question the Applicant, Staff or anyone who has testified. Responses shall be limited to answering the questions asked. The Mayor or Chairman may limit the time permitted for the answer.
10. The Mayor or Chairman shall close the Public Hearing. The City Council or Planning & Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.

\* Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor or Chairman.



## City of Twin Falls Diversity and Inclusion Committee

Thursday, January 9, 2020, 4:00 PM

203 Main Avenue East

City Hall - City Council Overflow Room

### MINUTES

**Present:** Liyah Babayan, Stephanie Nevarez, Alejandra Hernandez, Daniel Gardner, Sergio Larios, Em English

**Absent:** Richard Aldama (Excused)

**City Staff:** Travis Rothweiler, City Manager  
Mandi Thompson, Grant & Community Relations Manager  
Shawn Barigar, Chamber of Commerce, City Council

1. CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Travis Rothweiler brought the meeting to order at 4:15 p.m. A quorum was present.

2. CONSENT CALENDAR

a) **ACTION ITEM:** Request to approve the Wednesday, November 6, 2019, Minutes.  
By: Leila A. Sanchez, Recording Secretary

**MOTION:**

Stephanie Nevarez made a motion to approve the minutes as presented. Alejandra Hernandez seconded the motion. Voice vote showed all members present voted in favor of the motion.

3. ITEMS OF CONSIDERATION

a) **DISCUSSION:** Discussion of Charter  
By: Committee

**Assigned schedule:**

|          |                     |
|----------|---------------------|
| February | Stephanie Nevarez   |
| March    | Mandi Thompson      |
| April    | Em English          |
| May      | Daniel Gardner      |
| June     | Liyah Babayan       |
| July     | Alejandra Hernandez |
| August   | Sergio Larios       |

Liyah Babayan stated she was contacted by a Nampa group requesting information on the Diversity & Inclusion Committees Charter. She directed them to the City website.

b) **DISCUSSION:** Listening Sessions

By: Committee

c) **DISCUSSION:** Recap of the Listening Session held at La Posada Ministry on December 5, 2019.

By: Committee

Alejandra Hernandez stated that after the first listening session at La Posada, if the group should define roles or assign roles to members.

Team discussion followed.

Mandi Thompson stated that she created an excel spreadsheet of Service Clubs, Community Partners, and Listening Sessions and asked the group to start populating the list. She suggested group members make the initial contact with individuals and then City staff would extend a formal invitation. The intent at the La Posada listening session was to meet with anyone who utilizes their services and frequent La Posada.

Em English stated the PRIDE event will be taking place in June and suggested a listening session would be ideal with the LGBTQA population. He will make contact with individuals in the community.

Alejandra Hernandez asked if working groups are allowed to discuss and prepare for the listening session.

Travis Rothweiler answered in the affirmative, with the understanding that the meeting will not be televised, and minutes would not be taken. Advanced notice of a listening session will result in greater participation from the group and the community. Identifying individuals, times and places will build those inroads and help city staff in setting up listening sessions. The real value of the committee will come from the listening sessions. Staff will schedule a second listening session with patrons of La Posada in February. Though attendance was low at La Posada there was great dialog and information exchange.

Chief Craig Kingsbury will take information from the listening session on driver privilege cards to the Idaho Chiefs of Police Association. Travis Rothweiler will contact Josh Palmer, Public Information Officer, on how the City's information can be translated and changed to be able to have maximum impact and penetration into all aspects of our community.

Liyah Babayan stated that at the listening session it was discussed that youths who drop out or expelled from school cannot obtain driver's licenses. Travis Rothweiler will use his contacts for information.

Shawn Barigar stated the importance of tying into other events that are happening within these various communities. The South-Central Chapter of the Hispanic Chamber has selected July 25, 2020, for Latino Feast. The College of Southern Idaho organize events around Hispanic Heritage Month that takes place in September.

Alejandra Hernandez stated that the South-Central Chamber of the Hispanic Chamber is organizing the second Hispanic Women in Motion Conference in Twin Falls in April.

Mandi Thompson suggested that on the agenda to have a standing item under the Items for Consideration for community feedback.

Liyah Babayan discussed using the city's list of partners to help identify members of the community that can help with coordinating listening sessions. She spoke on the established avenues of communication, trust and information sharing with radio hosts, with the Hispanic Chamber of Commerce, the Mexican Consulate or diocese. She stated her concern that radio host Ben Reed wasn't contacted to advertise the La Posada event.

Mandi Thompson stated the initial listening session was not going to go out to the entire Hispanic community of Twin Falls. The intent was to tap into those individuals who frequent La Posada. She thanked the group for using their contacts to get the information out on short notice. Because the group is fairly new, she discussed having a broader approach until the group is known and people understand the group's intent.

Travis Rothweiler stated this is a group of individuals that committed to actively contribute to the success of what was created and that is the charter. He discussed the importance of working together as a group and communicating with existing community partners.

The following questions followed:

What is the ideal size of a listening session group?

Who to invite to a listening session?

Do we have a process in place?

Suggestions made by the group:

- Attendees fill out a survey to tabulate what is mostly talked about and designate time to that topic.
- Using polling software
- Scheduling of facilitators

- Assign a member to take notes
- Recognizing listening sessions specifically held for the City of Twin Falls citizens
- Suggestion and benefits of using a neutral facilitator
- Fact checking

Travis Rothweiler discussed his concern that if fundamentally untrue statements go unchecked that the audience in the room perceives that as the truth.

Professional facilitator Shannon McGuire, Spark! Strategic Solutions, LLC, is scheduled to come to Twin Falls on March 17, 2020. The city has expended resources to help facilitate some of these listening sessions.

Staff will contact Sister Rosemary from La Posada for a second listening session to be held toward the end of February. The primary target audience will be those who frequent attend La Posada.

Daniel Gardner suggested that if La Posada does not work out to conduct a listening session at the Refugee Center. The Iranian and Persian community have expressed interest in having a listening session.

Liyah Babayan stated that the Refugee Panel at Unitarian Universalist will be held on January 23, 2020, at 6:00 p.m. An invitation will be sent to Mandi Thompson to send out to the group. Another partner to add to the list is the Refugee Association. They advocate for refugees in their resettlement process.

Liyah introduced her guest Randy Barker.

Veteran Randy Barker stated that he recently had a leg amputation in July and is having difficulty navigating through sidewalks and crosswalks on his wheelchair because of dips for drainage and asked if there is a way the city can build a bridge over the dips. In addition, asked if there is a way to encourage businesses to improve their areas. He also explained his living situation and difficulties in receiving assistance.

Travis Rothweiler will have the City's Engineering Department contact Mr. Barker to discuss his concerns.

Mr. Barker was given Idaho Legal Aid's and South-Central Community Action Agency's contact information to address his living situation. Other resources can be found through the Department of Health and Welfare.

Discussion followed on the next Diversity & Inclusion Committee meeting.

Mandi Thompson explained the first Tuesday of the month at 4:00 p.m. or the second Thursday of the month at 4:00 p.m. may work for the group to meet.

Travis Rothweiler will contact the committee with a confirmed scheduled date.

4. ADJOURNMENT

The meeting adjourned at 5:33 p.m.

Leila A. Sanchez  
Recording Secretary