



## City of Twin Falls Diversity and Inclusion Committee

Wednesday, May 19, 2021, 4:00 PM

203 Main Avenue East

City Hall - City Council Overflow Room

**Members:** Stephanie Nevarez, Alejandra Hernandez, Daniel Gardner, Em English, Syd Havard, Noemi Juarez, Yarit Rodriguez

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) CONSENT CALENDAR
  - a) **ACTION ITEM:** Request to approve the Wednesday, February 17, 2021, Diversity & Inclusion Minutes.  
By: Lorrie Bauer, Recording Secretary
- 3) ITEMS OF CONSIDERATION
  - a) **DISCUSSION:** Upcoming Events  
By: Mandi Thompson, Assistant to the City Manager
  - b) **DISCUSSION:** Update from LatinX/Refugee Workgroup  
By: Alejandra Hernandez
  - c) **DISCUSSION:** Update from LGBTQ+ Workgroup  
By: Em English
- 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 Minutes

Wednesday, February 17, 2021, 4:00 PM

203 Main Avenue East  
City Hall - Overflow Room

### 1 CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

- ) Present: Stephanie Nevarez, Alejandra Hernandez, Em English, Syd Havard, Noemi Juarez, Dan Gardner  
Absent: Yarit Rodriguez  
Staff Present: Travis Rothweiler, Mitch Humble, Mandi Thompson, Lorrie Bauer

Mandi Thompson called the meeting to order at 04:08 PM. A quorum was present.

### 2) CONSENT CALENDAR

- a) Request to approve the Tuesday, October 13, 2020, Diversity & Inclusion Minutes  
**MOTION:** Stephanie Nevarez motioned to approve the minutes. Alejandra Hernandez seconded the motion. All members present voted in favor of the motion.

### 3) ITEMS OF CONSIDERATION

- a) Transparency and Idaho Open Meeting Laws  
City Manager, Travis Rothweiler, explained the Idaho Open Meeting Laws do not apply to this committee as a result of a legal process; however, the City has a commitment to operate openly and transparently. The meetings are streamed live as well as recorded for future viewing. Minutes are taken and are shared on the City's website. Due to the City's transparency policy, all work needs to follow the Open Meeting rules and laws.
- b) Creation of Subcommittees/Work Groups  
City Manager, Travis Rothweiler, shared two subcommittee groups have been formed to work with the 1) LGBTQ+ community and 2) Hispanics/Latino's/LatinX community to form relationships and handle the coordinating work of setting up meetings with these communities that the entire committee would attend. These are not the only groups of focus, but they are a starting point to share what this committee is about and begin building connections. The committee will then continue to grow into other areas.  
Discussion ensued.

Mandi Thompson explained the purpose of creating this committee. She then shared how utilizing MS Teams could benefit this committee, including the subgroups, to keep communications open outside the scheduled meetings. This would help the committee members to collaborate outside the monthly meetings and be able to move forward with tasks, keep track of lists and events, and it also provides a place for document storage. Discussion ensued. The Refugee community was added to the Hispanic/Latino/LatinX group.

Mandi will create a Team, using the MS Teams platform, for this group. It will include a

folder for each subcommittee. Common documents such as contact lists, question lists for listening sessions, vocabulary lists, etc. can be stored here. Training will be planned for June 2021. Each group was appointed a leader: Alejandra for LatinX and Syd for LGBTQ+. The leaders will give updates on a monthly basis to keep the entire committee informed. Discussion ensued.

**4) ADJOURNMENT**

- a) Upcoming Meeting: Wednesday, March 17, 2021 at 4 pm.  
The meeting adjourned at 05:07 PM.

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Lorrie Bauer, Recording Secretary