

**DIVERSITY EQUITY AND INCLUSION COMMITTEE MEETING HELD TUESDAY, FEBRUARY 21, 2023 AT 10:00 AM AT THE PEORIA PARK DISTRICT BONNIE NOBLE CENTER FOR ADMINISTRATION AT 1125 W. LAKE AVENUE, PEORIA, IL**

**MEMBERS PRESENT:** Trustee and Chair Jackie Petty, Sherry Carter-Allen, Pastor Marvin Hightower, and Executive Director Emily Cahill

**MEMBERS ABSENT:** Trustee and Vice Chair Timothy Bertschy, Ron Givens, Larry Ivory, and Gabe Jaja

**TRUSTEES PRESENT:** Trustees Joyce Harant, Jackie Petty and Alexander Sierra

**STAFF PRESENT:** Executive Director Emily Cahill, Attorney Bill Streeter, Brent Wheeler (v), Becky Fredrickson, Matt Freeman, David Gray, Chanel Hargrave-Murry, Scott Loftus, Jonelle McCloud, Shalesse Pie, Nicole Staley, and Alicia Woodworth  
Note: (v) = attended virtually

**OTHERS PRESENT:** None

**1. CALL TO ORDER**

Trustee Jackie Petty called the meeting to order at 10:05 am.

**2. ROLL CALL**

**3. MINUTES**

**3.A. Approval of December 13, 2022 DEIA Committee Meeting Minutes**

Member Carter-Allen moved to approve the DEIA Committee meeting minutes of December 13, 2022. Motion seconded by Executive Director Cahill. Motion passed on a unanimous voice vote.

**4. PROCESS/POLICY UPDATES**

Emily Cahill stated that the Peoria Park District Commitment to Diversity, Equity and Inclusion document has been updated to include Accessibility. *Please see Attachment A.* This document is the same document, only Accessibility has been added so that language throughout is DEIA rather than DEI. The Park District's branded template has been applied to the document as well and matches the other commitments the District is working on as part of its application for a national gold medal.

**5. NEW BUSINESS**

**5.A. Pillar One: Equitable Access to Parks, Facilities, and Programming**

Scott Loftus congratulated Jonelle McCloud for a very successful and entertaining Black History celebration last week at Proctor Recreational Center. It was well attended and the kids involved were fantastic and seemed to thoroughly enjoy themselves.

This year the Streets Belong to Me series will be expanded, led by Chanel Hargrave-Murry. Chanel stated she has working with the Peoria Police Department in developing positive summertime programming for teens. One thing discussed was expanding the Streets Belong to Me programming to the evening hours from 5-10pm. A June 2 kickoff

at Proctor Recreational Center is planned with the event being offered the last Tuesday of the month in June, July and August. During these events, other agencies would be included as well such as Friendship House, Dream Center, Elite, and the Peoria Fire Department, providing positive interactions and activities with the teens. Teens would also have the opportunity to participate in lock ins where classes in cooking, babysitting certification, and many other different opportunities will be offered.

Sherry Carter Allen asked if the children that will be participating are already part of the Peoria Park District's programming. Chanel Hargrave Murry stated no, that the children participating are children that are not utilizing PPD programming at this time, with outreach including canvassing (not door-to-door) with other community agencies.

**5.B. Pillar Two: Focus on the PPD Workforce**

Shalesse Pie presented the December 2022 and January 2023 workforce statistics. *Please see Attachment A.* She stated that the Workforce Development group has been meeting more often, now every other week, and tracking efforts earlier in its recruitment efforts.

Trustee Sierra remarked that he has been keeping an eye on the PPD workforce numbers and he does see improved diversity numbers in the workforce.

Shalesse Pie stated that efforts are underway in recruiting seasonal positions, i.e. lifeguards. These efforts were started much earlier this year than last. The Workforce Development Group has been meeting every other week, in assessing the efforts and their results.

In addition, PPD will be holding a job fair on Wednesday, March 1 and Saturday, March 11 at the Noble Center. PPD is attending community job fairs and recruitment events. Sherry Carter-Allen requested the results of the PPD job fairs be shared at the next DEIA Committee meeting.

Sherry Carter-Allen stated that she recalls there was a conversation last year about the need for lifeguards at the Gwynn Family Aquatic Center. As such, where are you at now for lifeguards? Are there any new ideas in recruiting lifeguards? Scott Loftus stated that currently, the District has 19 lifeguards. For the District to operate all its pools all the time fully staffed, it would need 54. That being said, there is little doubt the District won't have sufficient lifeguards to operate all the pools this summer, as it is still early in the season and recruiting efforts are underway. Lifeguard classes are being offered once a month between now and the end of summer. The current pay for lifeguards is \$15/hr and aquatic managers at \$17/hr.

Sherry Carter-Allen stated that she has been looking at national programs in getting more African American children involved in swimming and will be glad to share that information. She stated she had a very interesting conversation with a woman who has done amazing work nationally in learning how to get African American children more involved. She researched the historical socio-economic reasons why African American children are not as involved in swimming programs and the barriers. Emily Cahill

expressed great interest in having a separate conversation concerning that. Sherry Carter-Allen stated she would love that and that the work PPD is doing in this area is just excellent. She applauds the work that is being done and would love to have this conversation.

Jonelle McCloud stated that through the Dream2 program, 10 children ages 6-13, in the month of January, were given free swimming lessons at RiverPlex. The kids had a lot of fun and seemed to generate a lot of interest.

Scott Loftus stated that the Summer of Fun passes will be offered again this summer and it was hugely popular last summer.

**5.D. Pillar Four: Support Community Workforce Development**

David Gray provided an update on the internship program. Recently, PPD held a training program, teaching interns the tips and tricks on how to interview and interact with a potential employer. The students were fully engaged and appeared to enjoy the program very much. Many intern recruitment events and opportunities are attended with the process just starting.

**5.C. Pillar Three: Actively Promote and Encourage the Diversity, Equity, Inclusiveness and Accessibility of PPD-Funded Contractors and Suppliers.**

Emily Cahill stated that there are two documents provided today. One is the Resolution establishing the policy of the Peoria Park District in respect to public contracting, the Illinois Human Rights Act, and DEIA objectives. The other is the proposed new policy: "Solicitation and Hiring for Qualifying Construction Contract." These reflect the changes discussed last week and will be presented to the Board for review on March 8 and approval on March 22.

Trustee Sierra stated that at the last meeting he requested sexual orientation be included in the policy in addition to adding language around underrepresented groups. Trustee Harant stated she didn't know how you would measure underserved and how to document as it's not a designation. Trustee Sierra stated that this document only addresses race, gender and sex. In order to cover all the areas discussed in the DEIA Committee, he believes that underrepresented should be included. Trustee Harant stated it is a worthy discussion but she would not want it to hold up the policy going to the Board for approval at this time. Emily Cahill asked Trustee Sierra what he's thinking underrepresented would include that's not currently in the proposed policy. Trustee

Sierra stated the following were his suggested changes:

- Page 2, Under "I. OBJECTIVE", First paragraph, First sentence, *See edits in red:*
  - *The Peoria Park District Staff and Board believe that diversity, equity, inclusion, and accessibility are central to our mission. Diversity of race, color, gender, disability, age, ~~and~~ culture, and sexual orientation in our employees and those we work with are important to fairly represent the same diversity in our community.*
- Page 2, Under "I. OBJECTIVE", Third paragraph, First sentence, *See edits in red:*
  - *The Peoria Park District actively promotes and encourages maximum participation of minorities, underrepresented populations, and women on Peoria Park District construction, procurement, and maintenance contracts to ensure that those we serve and those we work with ~~look like~~ reflect the residents of our community.*
- Page 3, Bullet point 4, *See edits in red:*
  - *To strive to increase capacity and participation of minority, underrepresented, and women labor as well as Minority-Owned and Women-Owned Businesses for Peoria Park District construction projects; and...*
- Page 3, Under "II. DEFINITIONS", Third paragraph, First sentence, *See edits in red:*
  - *Add: "Underrepresented" shall mean a subgroup of the population that holds a smaller percentage than the majority within the total population or general population.*
- Page 4, Under "III. PARTICIPATION GOALS and AFFIRMATIVE ACTION STEPS", Second paragraph, First sentence, *See edits in red:*
  - *Peoria Park District shall as permitted ~~be~~ by law...*
- Page 6, Under "Evidence of good faith efforts includes, as appropriate", Second paragraph, Seventh bullet point, *See edits in red:*
  - *Seeking services from available minority, underrepresented, and women community organizations, contractors' groups, business assistance offices, and other organizations, as appropriate, to provide assistance in recruiting Minority-owned and Women-owned Businesses...*
- Page 8, Under "V. PROGRAM ADMINISTRATION", Third Bullet point, *See edits in red:*
  - *The Executive Director or designee shall submit a quarterly report with statistics of Peoria Park District construction projects for Minority-Owned Businesses and Women-Owned Businesses and workforce participation numbers to DEIACommittee and to the Park Board for review...*

Trustee Sierra stated he would support this policy but he would like to continue to review the policy to make necessary changes.

Based on the policy documents the DEIA Committee developed and is presented as it stands today, Trustee Petty asked for a motion to accept it and present to the Board on March 8 for review and March 22 for approval. Sherry Carter-Allen so moved with Pastor Hightower seconding the motion. The motion carried unanimously with all those in attendance in favor voting aye.

Trustee Petty stated that this is a result of everyone's commitment and contribution and thanked the committee for all their hard work. She particularly thanked Emily Cahill in her efforts in pushing this through and for believing in it. Many in attendance echoed the same sentiment and thanked each other for a job well done in seeing this through.

**6. PENDING BUSINESS**

None at this time.

**7. OTHER BUSINESS**

Trustee Sierra stated that one of the sessions at the IAPD Conference he attended was concerning DEIA issues. It suggested that rather than use language such as "resident" and "non-resident", we should use "in-district" and "out-of-district". There could be negative connotations associated with the prior terms in refugee and immigrant communities.

Trustee Sierra stated that last year this committee made it clear that it would like to explore what it would mean to have a DEIA staff professional and how it could potentially be a standalone department as other governmental organizations in the area have. He would like to pick up this conversation again. Emily Cahill stated that a compliance administrator will be hired and will be responsible for data tracking. Her request of Trustee Sierra and this committee was to look at a job description and see what elements are in a DEIA Officer position so the District can determine how its being managed. Her preference, as it continues to be, that it is the responsibility of all staff to carry that work and responsibility and to hold each other accountable for. As been evidenced by this committee, this is something the District takes very seriously. As such, she would like to see what pieces of a DEIA Officer's job description is not being met with the District's current structure and current commitment documents and pillars. Trustee Sierra stated that it is clear that staff is doing the work and it has been acknowledged as such. He wants to expound upon that by what this position can offer. Through discussion, the committee requested Emily Cahill to gather DEIA Officer job descriptions and bring to the next DEIA Committee meeting.

**8. ACTION ITEMS REVIEW**

1. Present the policy *Solicitation and Hiring for Qualifying Construction Contracts* and the Resolution *Establishing the Policy of the PPD in Respect to Public Contracting, the Illinois Human Rights Act, and DEIA Objectives* to the Board for review on March 8 and ratification on March 22.
2. Emily Cahill will gather DEIA Officer information from the City of Peoria and Peoria County to present at the next DEIA Committee meeting.
3. A conversation with staff will be had concerning the use of the terms "in-district" and "out-of-district" in place of "resident" and "non-resident".
4. Include the PPD Commitment to DEIA document along with the District's other commitment documents and on the PPD website as part of the District's strategy.
5. Staff will update the Committee on the status of hiring lifeguards, lifeguard training, and how to engage minorities in the process at the next DEIA Committee meeting.

6. Staff will share the results of the PPD job fairs to be held March 1 and March 11 with the Committee at the next meeting.

**9. NEXT MEETING**

Tuesday, March 21, 2023 at 10:00 am

**10. ADJOURNMENT**

At 11:24 am Executive Director Cahill made a motion to adjourn the meeting. Motion second by Pastor Hightower and carried on unanimous voice vote.

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Respectfully Submitted by Alicia Woodworth  
Executive Assistant and Secretary to the Board