



**New Albany Inclusion, Diversity, and Equity Action (IDEA) Implementation Panel
October 13, 2022 Minutes**

The IDEA Implementation Panel met for the Panel’s regularly scheduled session at the New Albany Village Hall, 99 W. Main Street, New Albany, Ohio and was called to order by Dr. Johnson at 7:03 pm.

Those answering roll call:

Panel Chair Brianna Johnson	Present
Panel Vice-Chair Connor Berry	Present
Panel Secretary Precious Singo	Absent
Panel Member Kirubel Aklilu	Present
Panel Member Marie Alvarado	Present
Panel Member Eric Duerksen	Present (arr. 7:15)
Panel Member Nwando Olayiwola	Present (left 7:46)
Council Member Andrea Wilttrout	Present

Staff members present: Adrienne Joly, Administrative Services Director; Benjamin Albrecht, City Law Director; Abbey Brooks, Community Programs Administrator; and Anna van der Zwaag, Planner.

Council Member Andrea Wilttrout swore in Dr. Nwando Olayiwola as a member of the IDEA Implementation Panel.

Members of the working group that were present introduced themselves. Those present included Christina McBride, Pat Huddle, and Dehnie Fong.

Dr. Johnson asked if there were any corrections to the minutes from September 7, 2022.

No corrections to the minutes were noted.

Panel Member Berry moved to approve the meeting minutes from the September 7, 2022 IDEA Implementation Panel meeting. Seconded by Panel Member Alvarado and the IDEA Implementation Panel voted with 5 yes votes, 0 no votes, and 0 abstentions to approve the meeting minutes.

Dr. Johnson asked if there were any additions or corrections to the agenda.

No additions or corrections to the agenda were noted.

Dr. Johnson asked if there were any visitors requesting to speak on items not on tonight’s agenda.

No visitors were present requesting to speak on items not on the agenda.

Organizational Meeting Requirements.

Planner van der Zwaag stated the last organizational meeting requirement needed is to determine the date, time, and location for monthly meetings.

Panel members provided their availability and the most popular day and time was the second Thursday of each month at 7:00 pm.

Panel Member Berry moved to approve a recurring meeting of 7:00 pm on the second Thursday of each month with meetings to be held in Council Chambers at Village Hall. Seconded by Panel Member Alvarado and the IDEA Implementation Panel voted with 6 yes votes, 0 no votes, and 0 abstentions to approve the regular meeting date, time, and location.

History of IDEA & Overview of Implementation Projects

Director Joly provided a brief overview of the history of the IDEA Committee in New Albany, as well as the projects the IDEA Implementation Panel will be working to implement.

Director Joly stated that the Panel will include three working groups that will work on the multi-cultural festival, welcome receptions, and the neighborhood ambassador program. These working groups will be broken out at each IDEA meeting where they will work on their assigned project, and then reconvene and report back to the Panel.

Codified Ordinances, Open Meeting Rules, and Ethics

City Law Director Albrecht introduced himself and stated he would discuss the codified ordinances, open meeting rules, and ethics related to the IDEA Implementation Panel. He emphasized staff are always available if panel members have any questions along the way.

City Law Director Albrecht discussed general rules for boards and commissions and open meeting laws. Meetings are pre-arranged gathering of the majority of the members of a body with the purpose of discussing public business.

All open meetings require minutes, which must be approved. Executive sessions are an option that are permissible under certain reasons.

There are currently no provisions that allow panel members to participate virtually. Panel members can stream the meetings online if they are not able to be present in person; they cannot participate, provide input, or vote but can watch online.

Anybody from the public can attend a public meeting.

The city charter addresses the issue of ethics for public officials and employees. If there is a conflict of interest, it is appropriate to abstain from a vote and discussion related to that vote. There are penalties associated with violating Ohio Ethics Law.

City Law Director Albrecht described the rules of procedure for public meetings, which are provided in C.O. 159. A quorum is required to take action on any issue.

Panel Member Alvarado asked and Director Joly answered about types of business that would need to be conducted in an open meeting setting.

Director Joly stated the meeting format going forward would likely include a breakout session for working groups and then a time where the Panel would reconvene and discuss.

Panel Member Duerksen asked if there is additional context on these three projects from the IDEA Committee's meeting minutes.

Director Joly stated staff would review previous minutes and report back.

Poll Members for Comment

None.

Dr. Johnson adjourned the meeting at 7:56 pm.

Submitted by Anna van der Zwaag.