



**New Albany Inclusion, Diversity, and Equity Action (IDEA) Implementation Panel  
June 8, 2023 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 Panel Chair Dr. Johnson at 7:03 p.m.

Those answering roll call:

Panel Chair Brianna Johnson	Present
Panel Vice-Chair Connor Berry	Present
Panel Member Kirubel Aklilu	Present
Panel Member Marie Alvarado	Present (Arr. 7:06)
Panel Member Eric Duerksen	Absent
Panel Member Nwando Olayiwola	Present
Council Member Marlene Brisk	Present
Council Member Andrea Wiltrout	Present

Working group members present: Christina McBride.

Staff members present: Adrienne Joly, Director of Administrative Services; Abbey Brooks, Community Program Administrator; Anna van der Zwaag, Planner; and Bailey Wood, Event Intern.

Dr. Johnson asked if there were any corrections to the minutes from the April 13, 2023 IDEA Panel meeting.

None were noted.

Panel Member Berry moved to approve the meeting minutes from the April 13, 2023 IDEA Implementation Panel meeting. Seconded by Panel Member Dr. Olayiwola and the IDEA Implementation Panel voted with 4 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.

Planner van der Zwaag stated due to technology issues, there would be no breakout session in the conference room tonight. Instead, everyone would stay in Council Chambers.

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.

**Business**

***New Albany 101 Update***

Director Joly provided a summary of the New Albany 101 Business Park Tour that took place in May. She stated there were three tours and a good turnout.

Director Joly stated the next New Albany 101 event will be the Summer “Appy” Hour at the Heit Center and city council, boards and commissions, fire, police, Joint Parks District will all be invited.

Director Joly asked the Panel if they prefer to join the event on Wednesday, July 12 and cancel the public IDEA Panel meeting on Thursday, July 13.

Panel agreed with this decision.

Director Joly stated the last New Albany 101 event of 2023 will be a tour of Taylor Farm Park, where people can explore the new playground, house, and trails. She noted phase I of the park improvements will be completed by then. The Parks and Trails Advisory Board will be invited to attend, as well.

### ***Juneteenth Update***

Community Program Administrator Brooks provided an update on the plans for the Juneteenth Celebration that will take place from 4-8 p.m. on Monday, June 19, 2023.

Community Program Administrator Brooks thanked the panel members and focus group participants for their active engagement and help to make Juneteenth come together so quickly.

Community Program Administrator Brooks summarized the lineup for the event, stating that Panel Members Dr. Johnson and Dr. Olayiwola will serve as the event's MCs.

Community Program Administrator Brooks stated an event stylist was hired to make the space beautiful and come together with balloons, flags, floral arrangements, and other decorations.

Community Program Administrator Brooks stated high school students are helping lead a craft area for children at the event. The students will also lead an activity asking people to paint or write their answer to the prompt "What does Juneteenth mean to you?".

Community Program Administrator Brooks stated that Ani Mwalimu, a spoken word performer for the event, will also lead an engagement and education table where attendees can learn more about Juneteenth.

Community Program Administrator Brooks stated there are currently two food trucks reserved for the day and the focus group is working to find one or two more.

Community Program Administrator Brooks stated staff are finalizing details and sending flyers for the Panel and Council to send out on social media and via email to spread the word.

Councilmember Brisk asked if Community Program Administrator Brooks could send an email to all those asked to be on stage with more details so they know when to be there and what is asked of them.

Community Program Administrator Brooks agreed.

Community Program Administrator Brooks encouraged the Panel to send her contacts that they want to be sure are invited, such as workplaces or religious institutions.

Community Program Administrator Brooks stated there will be a professional photographer.

Dr. Olayiwola congratulated the group on pulling this event together so quickly and asked if there will be a QR code with lyrics to the Black National Anthem and event lineup.

Community Program Administrator Brooks stated they are working on a physical program that will include those details.

Director Joly stated there are IDEA t-shirts that can be made available for Panel and Working Group members.

Dr. Johnson asked about how the focus group will be acknowledged at the event.

Community Program Administrator Brooks stated they will be asked to come up to help accept the proclamation and that the MCs can also acknowledge them vocally. She stated depending on space, the focus group members can be named on the program as well.

Dr. Johnson asked for a list of things that the MCs should say and asked if there was a time the MCs could walk through the amphitheater ahead of the event.

Community Program Administrator Brooks agreed and the three of them said they would work out a time.

Dr. Olayiwola asked if the MCs could be sent a finalized list of performers.

Community Program Administrator Brooks agreed and stated they will also complete a sound check but will need to finalize details with CAPA about timing first.

Dr. Johnson asked if there will be a formal end to the event.

Community Program Administrator Brooks stated there will be a natural end to the event.

Planner van der Zwaag stated the DJ could announce the end and thank people for coming after the final act, which may feel more natural.

Ms. Minor provided suggestions about the food truck offerings.

Ms. Wood agreed and stated she would discuss these suggestions with the food trucks.

Councilmember Brisk asked if there would be free water.

Community Program Administrator Brooks answered in the affirmative and stated the back of the amphitheater [behind the stage] would have air conditioning, water, and snacks for volunteers to take a break and cool off.

Community Program Administrator Brooks thanked the group and stated the fact that this event has come together so quickly has been a testament to the strength of the focus group and their feedback, help, and honesty. She hopes everyone is proud of the event as it comes together.

Dr. Johnson asked if anyone has seen buzz about the event.

Ms. Minor stated the focus group has been posting on social media and the focus group has been critical in making buzz, getting people to show up and be involved, and advocating that the event is being meaningfully made.

Dr. Olayiwola encouraged tagging focus group and panel members on social media.

Dr. Johnson asked if there will be a press release.

Director Joly state the communications team is working on that.

Community Program Administrator Brooks stated the event will be promoted through the school's email list, reaching over 2400 recipients and the flyer can be printed and posted on bulletin boards if the panel wants to do that.

Councilmember Brisk encouraged everyone to reshare the social media posts from the city.

Community Program Administrator Brooks stated the city has a strong following on LinkedIn and another post can be made tagging members of the Panel and focus group.

Ms. Minor stated she has a connection to potentially attract radio station and tv coverage.

Panel Member Aklilu asked what the panel members will be doing at the event.

Community Program Administrator Brooks stated she has a list of things, including greeting, backstage prep, and setup.

Councilwoman Brisk asked Brooks to send a list of the city's needs from the panel members.

Community Program Administrator Brooks emphasized the importance of panel members being there to talk about what they are doing and what IDEA is working on.

Community Program Administrator Brooks stated she will send out an email with all the information needed.

### ***Miracle League Family Fun Day Update***

Community Program Administrator Brooks stated this day will include four Miracle League games. Around the field there will be a trackless train, games, bounce houses, inflatables, face paint, balloon twisters, caricature artists, a photo booth, DJ, and food trucks.

Community Program Administrator Brooks stated she is having conversations with parents of all ages and abilities to ensure there is something to do no matter their ability.

Community Program Administrator Brooks stated Miracle League is requesting a concert at the end of the event and allow a moment for people to step onto the field so they can see what it's like.

Panel Member Berry offered to reach out to Special Olympics to inquire about having a table there.

Director Joly stated this event will happen before the next Panel meeting and encourages panel members to check their email regularly to make sure they don't miss details.

### ***Neighborhood Ambassadors Update***

Planner van der Zwaag provided a summary of the Neighborhood Ambassador Framework [attached for reference] which was developed for the Panel to review.

Planner van der Zwaag stated the events will need to take priority as they are already scheduled and in the works and then this framework will be taken to Council if the Panel agrees.

Planner van der Zwaag described the components of the program including a point person, ambassador gatherings for training and connecting, ambassadors, city support, and ongoing resource management.

Dr. Johnson suggested the contact list be made private so personal information is not posted online and asked when this program would launch.

Planner van der Zwaag stated things are in early stages and the next step is to take it to Council. She stated the program will require a lot of staff time and dedication that, given the volume of events at the moment, likely will need more staff resources to move it forward. She stated a 2024 implementation is likely.

Dr. Olayiwola asked if Council would be asked for a new staff member to assist.

Director Joly stated this is still in discussion and will be included in budget discussions in August. She stated if the Panel likes this framework then staff can begin taking next steps.

Dr. Johnson stated the whole concept is helpful in terms of getting to know the whole community's needs. She stated the program gets at the heart of creating a community feel so people don't move in and feel invisible.

Dr. Olayiwola stated a reminder that the earlier beginning intention of this program was to make underserved people and communities feel welcome here. Important to highlight the diversity of the city.

Councilmember Brisk stated the intent is to make sure everyone is welcome, invited to ask questions, and learn to be a part of these programs and have their voices heard.

Panel Member Akililu asked how new members of the community will become involved.

Planner van der Zwaag stated they can work with realtors on this to see when people are moving in and out. This might be more challenging to identify when new people move in if they are renting, but there might be a way to have auditor data show when a new house is bought or transferred ownership too.

Councilmember Brisk suggested checking with the schools to find newly enrolled people.

Community Program Administrator Brooks stated that is not possible since that info is private.

Panel Member Akililu asked if there is a certain number of ambassadors in mind.

Planner van der Zwaag stated this is open for discussion. She asked if there is a ratio of ambassadors to residents or based on households.

Dr. Olayiwola stated there might not need to be a limit the number of ambassadors.

Councilmember Brisk stated it is important to focus on follow up and ensure that the ambassadors are doing the work and following through. Staff will need to follow up.

Panel Member Alvarado stated the website will play an important role in keeping people engaged and accountable.

Planner van der Zwaag stated there are certain website programs that will ambassadors a way to log in on the backside and connect with each other and support each other.

Councilmember Brisk stated she expects there to be some challenges in recruiting the right number of ambassadors.

Councilmember Wiltrout agreed and stated she thinks some neighborhoods will be easy to recruit ambassadors but that there will be more challenging neighborhoods to recruit people.

Director Joly asked if there are other ambassadors or resources to help welcome diverse residents.

Councilmember Wiltrout stated she likes the idea of having ambassadors be able to connect with each other.

Panel Member Alvarado asked if there will be a difference in the program between people who rent or buy.

Planner van der Zwaag stated the idea is that everyone who moves into the community is supported equally. She stated managed properties will know when people move in.

Councilmember Brisk agreed and stated no matter if people rent or buy they should be welcomed the same.

Planner van der Zwaag stated it will be important to make sure there are clear expectations for the neighborhood ambassadors and asked if the list in the framework was sufficient.

Dr. Johnson stated it is important to include the intent of the program clear on the application. It should be clear this is an IDEA initiative and teach people how to talk to people of different backgrounds. People need to be comfortable with people of diverse backgrounds.

Panel Member Akililu asked if there is incentive for ambassadors.

The group responded in agreement that this is to make the community better and there are a lot of people that want to be a part of that.

Dr. Olayiwola suggested having City Council recognize people for their service.

Planner van der Zwaag stated one of the case studies provided unique ways to nominate people who are doing unique things for their community. New Albany could use something similar to highlight or feature neighborhood ambassadors.

Planner van der Zwaag stated there could also be things like “Ambassador of the Week/Month” in the Connects email or another “appy” hour for people to come out and get to know their ambassadors.

Councilmember Brisk stated she wants to be sure the people who sign up are signing up because they want to make their community more inclusive and support diversity. Not that recognition or incentivization shouldn't be a part of it, but the primary reason for their participation should be their desire to support inclusion efforts.

Councilmember Brisk suggested easing into the program with the core inclusion efforts and then if that goes well, expanding it to include more of the social components in the framework.

Community Program Administrator Brooks stated if the goal is to have ambassadors go door-to-door then there should probably be at least two ambassadors per neighborhood for safety and they go in pairs, and the city will need to provide basic safety training.

Panel Member Akililu asked what if the new resident doesn't want to be followed up with.

Councilmember Brisk stated there will likely be at least one of those in every neighborhood.

Planner van der Zwaag stated every resident has the right to say no thanks.

Director Joly stated the social ideas included in the framework are just suggestions if the neighborhood does want to move beyond the initial welcome component, so ambassadors don't have to come up with all these ideas on their own. It would be a part of the resource management component of the program.

Dr. Johnson stated the city also has a lot of events and ambassadors don't have to put on their own events but they can suggest walking over together as a neighborhood and attending things together – “anybody who wants to can meet here at this time and we'll go over together.”

Councilmember Brisk stated she liked that idea.

Planner van der Zwaag stated she will update the framework based on the conversation and the panel can discuss some of these larger questions based on the feedback received.

Councilmember Brisk stated Council will need to see what the initial investment would look like.

Director Joly stated the timing is right that staff will be able to provide those estimates to Council.

### **Other Business**

Dr. Johnson asked if there was any other business from staff or panel members.

None was noted.

### **Poll Members for Comment**

No comments were provided.

Dr. Johnson adjourned the meeting at 8:45 pm. Seconded by Dr. Olayiwola. All panel members were in favor.