



**New Albany Inclusion, Diversity, Equity and Accessibility (IDEA) Implementation Panel
June 13, 2024 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 Marie Alvarado	Present
Panel Member Kirubel Aklilu	Present
Panel Member Nwando Olayiwola	Absent
Panel Member Taru Saigal	Absent
Council Member Marlene Brisk	Present
Council Member Andrea Wiltrout	Present

Staff members present: Adrienne Joly, Director of Administrative Services; Abbey Brooks, Community Program Administrator; Chelsea Nichols, Planner II; and Alonna Skinner, Community Program Specialist

Dr. Johnson asked if there were any corrections to the minutes from the April 11, 2024 IDEA Panel meeting. None were noted.

Panel Member Alvarado moved to approve the meeting minutes from the April 11, 2024 IDEA Implementation Panel meeting. Seconded by Panel Member Berry 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 visitors requesting to speak on items not on tonight’s agenda. Seeing no visitors, the hearing of visitors for items not on the agenda was closed.

Business:

NA101 Update:

Director of Administrative Services lead the discussion which included the following:

The next NA101 event will be the New Albany Business Park Tours, which is to be held on Wednesday, August 21, 2024. This is a new date and volunteers are needed. Remaining 2024 NA101 Dates: Tuesday, October 8th – Hinson Amphitheater tour.

In July/August the Panel will need to start planning for next year. This includes ideas on how to potentially get the Service Department open house event to have better attendance.

The Panel members discussed preliminary ideas:

- Get all city Board members together;
- Pair it with construction season;
- Something competitive like Super Supper;
 - Trivia night.

Juneteenth Planning

Director of Administrative Services Joly and Community Program Administrator Brooks lead the discussion which included the following:

Program:

3:30 p.m.	DJ JDitto
4 p.m.	A Capella performance of “Lift Every Voice and Sing” by Carter Minor
4:05 p.m.	Ani Mwalimu
4:40 p.m.	Urban Strings
5:15 p.m.	MahLeah Cochran
5:20 p.m.	Terrence Dooley & Testimony
6 p.m.	GOREE
6:35 p.m.	City Council Juneteenth Proclamation
6:45 p.m.	The Sly Band

Throughout Event:

- DJ JDitto
- Artists MahLeah Cochran
- Children’s crafts & activities
- Face painter
- Balloon Twister
- Vendors
- Food Trucks

Sponsors:

- Meta has donated \$5,000
- Amgen has donated \$3,000
- Intel donation amount is TBD

Shirts: Order at HomeTurfClothing.com for \$24

Volunteers Needed:

Please sign-up using the Sign-Up Genius link for the following positions:

- Work at the McCoy entrance gate to pass out programs and bracelets. This job is essential for tracking attendance and crowd control.
- Work at the Middle School exit gate to ensure that no one enters from this direction. This job is essential for tracking attendance and crowd control.
- Be a Green Guardian and volunteer at a waste station to ensure compost, recycling and trash go in correct receptacles.
- Help backstage by communicating with the MC and performers about the schedule and when they need to be on stage.
- Co-host the event with the MC by welcoming one performer to the stage (4 slots available).
- Join us on stage to be recognized for all of your work.

Other:

- Wrist bands will be passed out at the entry gate.
- There will be a waste reduction effort at the event (Green Guardians).
- E-Boards will be setup any day now as a way to alert people of the event.

- There are other smaller events planned in surrounding communities, but they appear to be on other days. The largest Juneteenth celebration in Columbus is on the weekend.
- Intel is having an event at the McCoy Center on the same day, but it is supposed to end at 3pm.

Neighborhood Ambassadors

Director of Administrative Services Joly and Planner II Nichols lead the discussion which included the following:

The draft reference guild and application that was shared with the Panel at the April meeting are evolving. City staff is also working on materials for the program's launch, which includes:

- Pamphlet – to include program info on one side and a map of the New Albany neighborhoods on the other side.
- Webpage

City staff is also working on branding and a logo for the program. The panel discussed the new name “Community Connectors” and the proposed logos. The panel members agreed it should not be all blue and should include the bronze color as well; similar to the top right logo on the screen. The panel members also suggested that the logo include either a picture of a house or a tag line that says something like “bringing neighbors together” so that that the intention of the program is clear.

Tentative time line for program launch:

- July-August: Program launch at Farmers Market (volunteers needed for July 11th & August 1st from 4-7pm), Connects Newsletter, Video/Social Media. NA101
- September-October: Continue to promote and recruit ambassadors at the October Amphitheater Tour
- November-December: Ambassadors Training

The panel members expressed interest in having a promotional table at the July 11th community concert after the Farmers Market table is finished.

The panel members discussed ideas for what welcome materials the Community Connectors should distribute to new residents. The discussion included the following:

What should go in the box that is to be left at the doorstep?

- What do you wish you knew about New Albany when you moved here?
- What do you wish you had when you first moved to New Albany?

City staff reviewed the Panel members' answers from the December meeting: When you first moved to New Albany, what were the top 3 things you wished you had known or needed to learn?

- The inside story of grocery stores
- How to connect to community groups
- Volunteer opportunities
- How to connect with NAWN
- How to find resources (swim team, other sports, tutors) at school
- Who in official city positions can help citizens
- Pediatrician/Child services
- Navigating school enrollment
- Special things/dates about New Albany
- Childcare, friends, kids' activities
- Know where to get info about events happening
- Finding pediatrician, doctors, dentist, hairstylist, etc.

- Where to find a calendar of all city events/celebrations
- Where to connect with people from diverse backgrounds

The panel members discussed whether the welcome materials should be a folder with papers or a box of items. Some ideas generated included the following:

- Could be a magazine;
- A candle (43054);
- Branded Coasters;
- Links to city website and other websites of community partners;
- QR code on the box or on an item to keep;
- Nice pamphlet can be designed;
- Something like the annual report or a coffee table book.
 - How do you connect with the community?
 - Ways to get involved;
 - Where to go;
 - Who to call;
 - Community events;
 - Pages highlighting different community partners.

The 2024 budget is \$15,000 for this program.

The panel discussed potential strategies for how the appointment process for applicants interested in serving as a Community Connector would work.

- What is the vetting process?
- Code of Conduct;
- Background checks.

Other Business:

Community Program Administrator Brooks announced that a fifth summer concert has been added to the Free Summer Concert series and it will be Saturday, September 21st.

Adjournment:

Dr. Johnson adjourned the meeting at 8:45 p.m. Seconded by Panel Member Alvarado. All panel members were in favor.