



## MEETING MINUTES

### COMMUNITY INCLUSION ADVISORY COMMITTEE

Tuesday, September 24, 2024

#### CALL TO ORDER

Imran Malik, Chair, called the Community Inclusion Advisory Committee (CIAC) meeting to order at 6:05 p.m. in Council Chamber, 5555 Perimeter Drive.

#### ROLL CALL

Members Present: Imran Malik, Peggy Kilty, Niki Lombardo, Isao Shoji, Max Xu, Ingrid Fields, Crystal Maiuri, Katawi Cato, Kristine Aldemir, Ming Yu (arrived at 6:15 p.m.)

Staff Present: Christine Nardecchia, Jennifer Delgado, Jayme Maxwell, Lori Gischel, Jim Loch, Rebecca Myers

#### Public Comments

There were no public comments.

#### Approval of Minutes

Chair Malik inquired if there were any corrections to the August 27, 2024 CIAC minutes. [None were requested.]

Ms. Kilty moved, Ms. Aldemir seconded approval of the August 27, 2024 meeting minutes.

Vote: Ms. Lombardo, yes; Mr. Shoji, yes; Ms. Aldemir, yes; Ms. Kilty, yes; Ms. Cato, yes; Mr. Xu, yes; Ms. Maiuri, yes; Ms. Fields, yes; Mr. Malik, yes.

[Motion approved 9-0]

#### Advisory Committee Roles and Responsibilities

Ms. Delgado provided a presentation on Advisory Committee Roles and Responsibilities. The office of Legislative Services provides support to City Council and their Boards, Commissions and Committees. Our staff works within the mandates of the Ohio Revised Code, the Revised City Charter and the Codified Ordinances of the City of Dublin to protect the transparency of our local government. She reviewed the difference between Boards, Commissions and Advisory Committees. The Boards and Commissions are established by City Charter and created by City Ordinance. They are decision-making bodies with authorities defined in the Charter and Code. They also have specific membership requirements. Advisory Committees were created by City Council as they recognized the need for focused work on certain issues. They are established by resolution. The work of Advisory

Committees is assigned by City Council; whereas, the work of the decision-making boards is the result of a development process beginning with an application. It is not necessarily the purview of City Council at its inception. The Committees are advisory in nature and offer non-binding recommendations to City Council, providing valuable insight to further important City conversations. Dublin City Council has created four advisory committees: the Community Services Advisory Commission (CSAC), Community Inclusion Advisory Commission (CIAC), Chief's Advisory Committee and Dublin Veterans Advisory Committee. This year, Council directed Legislative Services to conduct a review of the Advisory Committees and bring them into alignment with each other and with current policies and practices. That review resulted in amendments to the Committees' establishing legislation, Rules and Regulations and the Code of Conduct. She reviewed the amendments to the CIAC's establishing legislation, Resolution 44-24. The primary change was in the membership, changing it from a fixed number. Language also was added that if a quorum is not present at the appointed meeting time, the meeting is canceled and members must disperse. That requirement is directly tied to the Open Meetings Act.

Ms. Delgado stated that at Council's request, the Law Director's office has provided clarification of the Roles of Advisory Committees. Legal has clarified that the City's advisory committees were created to provide expertise and advisory guidance on particular questions to the City. Advisory committees do not have the authority to compel City Council, the City Manager, or City staff to act in any certain way. They act only in an advisory capacity. Their role is to provide valuable insight and input to City Council to further important City conversations. She reviewed the requirements of the Ohio Open Meetings Act and the corresponding meeting process of the Advisory Committees. According to the Ohio Revised Code, the definition of a meeting is three-pronged: pre-arranged, a discussion of the public business, attended by a majority of the body. A meeting does not necessarily have to be called a meeting; it could be identified as a tour, work session, etc. If a quorum of the body is not present, no discussion of public business may occur. It is advisable that a gathering of the majority of the members not be arranged for other purposes, as it would be difficult to prove that no City business was brought up. It would "appear" to be a meeting. She provided a recent example (April 2024) of a *Columbus Dispatch* article, titled, "Westerville Man Confronts Quorum of City Council in what he calls a violation of Ohio Law." She did a quick search and found several other examples. Such violations have costly legal ramifications. Ms. Delgado reviewed the changes made in the Appointee Code of Conduct, which all members must sign and the City's Social Media Best Practices. The following is recommended: that appointees refrain from providing their individual public opinions on social media on a matter before their Board or Committee; appointees are advised to not post on their personal profiles as if they are speaking for their Committee; and appointees should not block social media users or delete comments. That action could be seen as a violation of First Amendment rights. She stated that it is appropriate to "like" or re-post City posts, but do not add comments that may not be reflective of the body as a whole.

Ms. Nardecchia inquired if posts that are reflective of the community's diversity, for example, a comment encouraging the community to come and join a diversity-focused event within the City, would be acceptable.

Ms. Delgado responded that sharing public information regarding events would be fine. If you should see something posted by the City that is not correct, reach out to Legislative Services or



Ms. Nardecchia, who will notify the Communications and Marketing team so they can respond/correct the information.

Ms. Kilty inquired concerning social media posts, where do we draw the line between our rights as private citizens. Must we refrain from saying anything when we see other posts with which we disagree?

Ms. Delgado stated that the City cannot tell a member that they cannot share their personal views, she would caution members that their comments can be viewed as representative of the CIAC body, particularly if it is known that they serve on this committee. While your First Amendment rights must be protected, as well, your responsibility as a committee member has some guidance and rules. If that is too stifling for members, perhaps this is not the right position for them. Being a member of a body does come with certain responsibilities.

Ms. Maxwell stated that if members are aware of information that the City does not have, please share that information with Legislative Services or Ms. Nardecchia, who will in turn share it with the Communications and Marketing team. Perhaps the team is already aware of the information, but there was a reason they chose not to communicate it.

Ms. Delgado reviewed the roles of the Chair and Vice Chair, including agenda building, meeting facilitation, including public comments, consensus building and annual reporting to City Council. She also reviewed the role of the committee liaison, public records and changes to the Committee's Rules. Any changes in the Rules were in direct correlation to the legislation. The primary change was in membership; no specific number of members is defined, but at no time may there be less than three members. Per the Rules, if a quorum of the membership is not present at the meeting start time, there can be no meeting and the members present must disperse. Vote must occur by roll call. Motions must be made in the positive, although the vote can be either yes or no.

Mr. Malik inquired if both the Chair and Vice Chair will not be present at a committee meeting, another member should be appointed to run the meeting.

Ms. Delgado responded that following Council's lead, the senior-most committee member would run the meeting. If there is no senior-most member, the members present can appoint another member to run the meeting.

Ms. Aldemir inquired about the process of motion, second, discussion and vote.

Mr. Xu inquired if a motion can be tabled.

Ms. Delgado advised that a motion be postponed rather than tabled. Per Parliamentary Procedure, tabled motions must be removed from the table by the Committee and placed on the desired agenda at one meeting, then heard on the re-scheduled agenda; that would involve two meetings.

Ms. Lombardo thanked the Legislative Services team for their presentation.

Ms. Lombardo moved, Mr. Xu seconded to add to the agenda the taking of a photograph of the new membership.

Vote: Ms. Aldemir, yes; Ms. Kilty, yes; Ms. Cato, yes; Mr. Xu, yes; Ms. Mauiri, yes; Mr. Malik, yes; Ms. Yu, yes; Ms. Lombardo, yes; Mr. Shoji, yes; Ms. Fields, yes.

[Motion approved 10-0.]

[Membership photograph taken.]

### **City of Dublin Community Events Practices**

Ms. Gischel and Jim Loch, Event Coordinators, provided an overview of the City's Community Events Practices.

Ms. Gischel stated that there are 8 full-time Community Event staff members who produce 5 signature events: St. Patrick's Day Parade, Independence Day Parade and Celebration, Dublin Irish Festival, Spooktacular, and the Christmas Tree Lighting Ceremony. In addition to those events, the City holds Veterans and Memorial Day ceremonies. Additionally, several Summer Fun Series events are held at Riverside Crossing Park. Their department also handles outdoor facility reservations, including park shelter houses and sports field rentals. They also work with permitted events. These events are held within the City but produced by outside organizers or City residents. Their department handles the permitting process, helps coordinate the City services needed by the events, and makes sure the events are safe, well-run and in compliance with all City ordinances. There are more than 120 events/year. The events start as early as February, and the last event is held in December. She reviewed the permitting process. Applications must be submitted as least 60 days in advance, or 90 days, if the organizer desires to serve alcohol, and the event must be discussed with staff to determine the event tier. There are 3 tiers, needing different levels of City services and, therefore, different costs. A tier 3 event typically is scheduled a year in advance.

Mr. Xu inquired at what point a gathering becomes a permitted event.

Ms. Gischel responded that a gathering of people in a park does not require a permit. If amplified sound devices, tents or tables are needed, that would require a permit. Family gatherings do not require a permit. An organized team event would require a field reservation/rental. There are 10 rentable shelter houses in the City of Dublin. When they are not being rented, they are available on a first come/first served basis. Signs are posted and scheduled event calendars are posted weekly.

Ms. Lombardo inquired what action would be taken by the City if a permit for an event was not obtained because it was not foreseen to need one, but the event grew to the point that one should have been obtained. Would the City issue a fine or require the group to disperse?

Ms. Gischel responded that it depends on the event. If there are any safety concerns, Police are sent to ensure the event is safe. Usually, the City does not issue a fine the first time, but a discussion is held with the organizer and guidance concerning the permit process is given for any future such events.

Mr. Shoji inquired where the City event list is provided.

Ms. Gischel stated that the City has a permitted event calendar at the City's website, which she believes is integrated with the community meetings.

Ms. Kilty inquired about the event requests that were not approved.

Ms. Gischel responded that if the City has concerns that it would not be able to handle the anticipated traffic or City resources required by the event, it would be denied.

Discussion continued regarding fees per tier; events that are declined due to lack of City resources; and follow-up reviews of events.

Ms. Gischel provided a list of the cultural events typically held within the City.



Mr. Loch presented an overview of City accessibility and inclusion efforts at the City's five signature events. This year, the City has added an accessible seating area for its parades. The area is located in front of Mr. Tire next to Sells Middle School on Bridge Street. The area is easily accessible from the school parking lot. The Dublin Connector operates special hours on the day of those events, so those in need can have transportation to the events. The City website now offers an accessibility page for all its events. For the Dublin Irish Festival this year, raised viewing platforms were added for the Celtic Rock and Dublin stages, and an accessibility station was added in the northern part of the event grounds next to the INFO tent. Large-print schedules are available, and wheelchairs are available to rent. Sensory stations have been located indoors near the restrooms for guests with sensory needs. [Discussion continued regarding efforts to meet accessibility needs at the various events.]

Mr. Malik thanked Ms. Gischel and Mr. Loch for their presentation.

### **Language Translation Updates**

Ms. Nardecchia provided updates on the following:

- CyraCom Language Translation Demonstration was provided to the Delaware County Courts and Dublin Food Pantry and One Dublin.
- The Forever Dublin Website now provides an option for language translation.
- At the Ferris Wright Park, there will be Heritage Interpreter Tours translated into Japanese on October 12 and sign language-facilitated tours for deaf community members on October 13.

Ms. Nardecchia provided updates regarding the following inclusion efforts:

- Staff participated in training at the Franklin County Emergency Management Agency for Planning for Access & Functional Needs in Emergencies Training.
- A Life Builders adult daycare location is now located in Dublin, co-located within Vista Community Church on Frantz Road.
- A Dublin Eagle Scout has undertaken the installation of accessible garden plots at Darree community gardens. This will be available for the next gardening season.

Ms. Nardecchia stated that there has been a leadership change at Syntero, which is the agency with whom the City contracts for the Forever Dublin hub. A video announcing the new Syntero CEO and president, Sarah Harrison Mills, will be posted soon at the City's website. The City wants to increase its communication efforts for its Aging in Place community members, which is the #1 growing demographic in the Dublin community.

Ms. Nardecchia stated that in addition to the annual cultural celebrations within the City, the Cultural Corner at the Dublin Recreation Center at the Cid-Autumn Festival provided volunteers the opportunity to share news and traditions about their cultures.

### **New Business**

Mr. Malik reported on the Strong City Conference held September 17-19 by the Strong Cities Network in the City of Columbus. Mayors from many cities within our country and from European cities met and shared community issues and philosophies. Dublin Mayor Chris Amorose Groomes attended the conference. Mr. Malik reported that the third annual New American Book Fair was held Saturday, September 21 from noon to 5 p.m. at the Columbus Metropolitan Library on Karl Road; there were

approximately 500-600 attendees. He added that an Interfaith Service was held for Prayers for Peace for Israel, Palestine and Ukraine at the First Community Church this past Sunday, September 22, 2024.

### **Upcoming Events**

Mr. Malik informed the Committee of the Dublin Arts Council's 40<sup>th</sup> anniversary dinner on Wednesday, October 9, 2024, 5:30-7:30 p.m., at 7125 Riverside Drive.

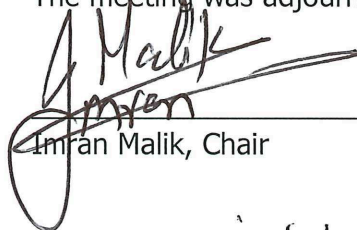
Ms. Fields suggested that the Dublin Arts Council be invited to present to the Committee at a future meeting.

Ms. Nardecchia thanked her for the suggestion. She will work on scheduling a presentation from the Library and the Dublin Arts Council for future meetings.

Ms. Nardecchia reported the Grand Opening of the new Dublin Historical Museum location on Saturday, October 19, in Historic Dublin at 35 S. High Street. The next MLK Civic Service Series project, "Project Warmth," is scheduled for 2:00-4:00 p.m., Sunday, November 3 at the Dublin Recreation Center. The Ohio University Series will present a talk entitled, "How Healthy Eating Can Affect Your Aging," on Thursday, November 7, 6:30 p.m. at the O.U. Campus.

### **Adjournment**

The meeting was adjourned at 7:55 p.m.

  
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Imfan Malik, Chair

  
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Assistant Clerk of Council