



AGENDA MUNICIPAL MANAGEMENT ASSOCIATION OF NORTHERN CALIFORNIA

Board of Directors Committee Meeting

Wednesday, June 17, 2020 | 4:00 p.m. to 5:00 p.m.

Dial in/Zoom: (669) 900-9128 | <https://zoom.us/j/93319732614?pwd=bmlUT0JkeHp1M1UrQnRBek5rVTBjQT09>

Meeting ID: 933 1973 2614 | **Password:** 370452

TOPIC	PREPARATION	PROPOSED PROCESS
<p>1 Commence Meeting/Roll Call TIME: 2 minutes PURPOSE: Procedure LEADER: Jessica Deakyne/Jeff Weaver</p>	None	<ul style="list-style-type: none"> - Jessica calls the meeting to order. - Jeff takes roll.
<p>2 Approval May 20, 2020 Meeting Minutes TIME: 2 minutes PURPOSE: Decision LEADER: Jessica Deakyne</p>	Review Minutes	<ul style="list-style-type: none"> - Board considers adopting meeting minutes. - Please note that April’s meeting was cancelled due to COVID-19.
<p>3 Director Reports TIME: 1-3 minutes each PURPOSE: Informational/Feedback LEADERS: Jessica Deakyne, Monica Davis, Ellie Dallman, Milas Smith, John Stefanski, Jeff Weaver, Jill Bergman</p>	None	<ul style="list-style-type: none"> - Brief Report from all Directors: <ul style="list-style-type: none"> • Finance • Program • Membership • Communications • Conference • Vice President • President
<p>4 Webinar Wednesday TIME: 5 minutes PURPOSE: Information/Feedback LEADER: Monica Davis, Ellie Dallman</p>	None	<ul style="list-style-type: none"> - Discuss updates and sign-ups.
<p>5 Mid-Year Retreat TIME: 10 minutes PURPOSE: Informational/Feedback LEADERS: Jessica Deakyne</p>	None	<ul style="list-style-type: none"> - Discuss date, time, and topics planned.
<p>6 Equity & Inclusion Plan TIME: 15 minutes PURPOSE: Informational/Feedback LEADERS: Monica Davis, Kurry Foley, Scott Koll</p>	Review Handout	<ul style="list-style-type: none"> - Discuss proposal of equity & inclusion plan.
<p>7 Region Updates TIME: 10 minutes (2 minutes each) PURPOSE: Informational/Feedback LEADERS: All</p>	None	<ul style="list-style-type: none"> - Brief Report from Region Co-Chairs on the following: <ol style="list-style-type: none"> 1) Upcoming events planned 2) Recent events executed 3) Efforts to expand membership in your region <ul style="list-style-type: none"> • Region 1 • Region 2 • Region 3

- Region 4
- Region 5

8 **Other Items and Announcements**

TIME: 5 minutes

PURPOSE: Informational

LEADERS: All

None

9 **Adjournment**

PURPOSE: Meeting End

None



AGENDA MUNICIPAL MANAGEMENT ASSOCIATION OF NORTHERN CALIFORNIA

Board of Directors Committee Meeting

Wednesday, February 19, 2020 | 4:00 p.m. to 5:00 p.m.

Dial in: (563) 999-2090 | **Access code:** 959540

TOPIC	PREPARATION	PROPOSED PROCESS
<p>1 Commence Meeting/Roll Call TIME: 2 minutes PURPOSE: Procedure LEADER: Jessica Deakyne/Jeff Weaver</p>	<p>None</p>	<p>- Meeting called to order at 4:05 PM</p>
<p>2 Approval September 18, 2019 Meeting Minutes TIME: 2 minutes PURPOSE: Decision LEADER: Jessica Deakyne</p>	<p>Review Minutes</p>	<p>- Motion: Monica - Second: Jill - Minutes approved</p>
<p>3 Approval November 20, 2019 Meeting Minutes TIME: 2 minutes PURPOSE: Decision LEADER: Jessica Deakyne</p>	<p>Review Minutes</p>	<p>- Motion: Jill - Second: Monica - Minutes approved</p>
<p>4 Approval December 18, 2019 Meeting Minutes TIME: 2 minutes PURPOSE: Decision LEADER: Jessica Deakyne</p>	<p>Review Minutes</p>	<p>- Motion: Brad - Second: Ellie - Minutes approved</p>
<p>5 UberConference TIME: 5 minutes PURPOSE: Information/Feedback LEADER: Milas Smith</p>	<p>Review Memo</p>	<p>- Milas provided a SWOT analysis of using UberConference which the board approved signing up for a premium account.</p>
<p>6 Doodle TIME: 5 minutes PURPOSE: Information/Feedback LEADER: Jill Bergman</p>	<p>Review Memo</p>	<p>- Jill provided a SWOT analysis of using Doodle which the board approved signing up for a premium account.</p>
<p>7 Director Reports TIME: 1-3 minutes each PURPOSE: Informational/Feedback LEADERS: Jessica Deakyne, Monica Davis, Ellie Dalman, Milas Smith, John Stefanski, Jeff Weaver, Jill Bergman</p>	<p>None</p>	<p>- Brief Report from all Directors: Milas reported 2019 taxes have been filed. Ellie reminded board to use her as a resource for planning events. Jeff reminded the board to market events before, during, and after including sending photos and write up to post on social media. John reported 656 current members. Jill reported she is in the process of creating subcommittees for the annual conference. Jess reported the mid-year will be on June 26th in SF, discussed corporate partner renewal is in the works, and priorities for 2020 will be emailed to the board.</p>

<p>8 Signature Event Updates TIME: 5 minutes PURPOSE: Informational/Feedback LEADERS: Signature Event Co-Chairs</p>	<p>None</p>	<p>- Brief Report from Event Co-Chairs of the following future events:</p> <ul style="list-style-type: none"> • Winter Forum – March 5, 2020 at Mare Island in Vallejo. 60 registered. 4 panels including tours. • Women’s Leadership Summit – Citrus Heights Community Center (Region 3). Theme around 100 year anniversary of women’s suffrage.
<p>9 Region Updates TIME: 10 minutes (2 minutes each) PURPOSE: Informational/Feedback LEADERS: All</p>	<p>None</p>	<p>- Brief Report from Region Co-Chairs on the following:</p> <ol style="list-style-type: none"> 1) Upcoming events planned 2) Recent events executed 3) Efforts to expand membership in your region <ul style="list-style-type: none"> • Region 1 – Mixer in Cupertino on March 12th and speed coaching in Palo Alto on March 26th • Region 2 – winter forum • Region 3 – planning public engagement/finance in Fall • Region 4 – planning GCL communications course in Hayward on June 3rd • Region 5 – planning GCL in April and networking event
<p>10 Other Items and Announcements TIME: 5 minutes PURPOSE: Informational LEADERS: All</p>	<p>None</p>	<p>- None</p>
<p>11 Adjournment PURPOSE: Meeting End</p>	<p>None</p>	<p>- Meeting adjourned 4:41 PM</p>



Equity + Inclusion Framework

MMANC Board of Directors

Authors: Kirsten “Kurry” Foley, Monica Davis, and Scott Koll

Date: 06.03.2020

Overview

Municipal Management Association of Northern California (MMANC) values equity and inclusiveness and intends to build a framework for the entire organization to make meaningful reform in our agencies and across the State of California. With this framework, the board of directors looks to cultivate opportunities for our members to have tough conversations, challenge inequitable power structures, listen, lead with empathy and develop, build, and implement just and equitable policies and programs in their organizations and communities.

MMANC will advance this profession by elevating conversations calling for change and by continuing to provide training and programming that challenges our members' paradigms and perspectives while inspiring action at all levels in their organizations.

Goals

1. Train the MMANC Board of Directors on anti-racism and racial equity.
2. Structure MMANC events with specific anti-racism, equity and inclusivity goals.
3. Develop a recruitment strategy around membership and its Board of Directors as diverse as the communities MMANC agencies serve.

Milestones

I. By December 2020

- Provide comprehensive anti-racism and equity training to all MMANC Board Members.

II. By January 2021

- At the annual board retreat, board will create goals for a training platform to understand the history and structures of oppression and center unheard, historically excluded voices. MMANC board members will create a rubric for designing and evaluating inclusive programming. These goals will set clear expectations for programming for 2021 and beyond towards:

1. Inclusion of black, indigenous, people of color (BIPOC) speakers for events (% of speakers);
2. Commitment to center “unheard voices” of people that have been historically excluded or marginalized in events; and
3. Commitment to include equity and inclusion lens for each event.
4. Develop questions for inclusion into a membership survey to gather data of MMANC membership.

III. By January 2022

- Based on data from membership survey and feedback from events , create goals for board recruitment and membership recruitment to achieve board and MMANC membership that is reflective of the communities served.
- If needed, refine/revise goals set in Milestone II for 2022 programming.
- Provide MMANC membership online content focused on inclusive recruitment and development.

IV. By December 2022

- Provide the MMANC 600+ membership access to training, essential resources, and a network of peers determined to further the discussion of equity and inclusion across the agencies.