



**CITY OF NOVATO**  
**CALIFORNIA**

**Multicultural Advisory Commission**

**Agenda**

**Wednesday, September 22, 2021 - 6:00 PM**

**[Agenda Teleconference Only](#)**

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**Chair**

**Nicole Gardner**

**Vice Chair**

**Jeremy Portje**

**Members**

**Tia Benjamins, Angelo Camillo, Cliff Jacobs, Angela Olmanson,  
Sophia Osotio, Dennis Sato, Sierra Suraci**

**Staff Liaison**

**Jessica Deakyne**

Pursuant to the provisions of the California Governor's Executive Order N-08-21, this meeting will be held by teleconference only.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (415) 899-8986. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help ensure accessibility to this meeting. The Multicultural Advisory Commission may discuss and/or take action on any or all of the items listed on the agenda irrespective of how the agenda items are described.

**Public Participation/Comment Instructions**

Members of the Public may participate and provide public comments to teleconference meetings as follows:

- **Written public comments** may be submitted by email to [prcs@novato.org](mailto:prcs@novato.org). Written public comments received more than 3 hours before the start of the meeting will be distributed to the Commission. Written public comment received after the three-hour cut-off, including during and after the meeting, will be collected and placed in the public record. Written public comments will not be read during the meeting.

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- **Spoken public comments** will be accepted through the Zoom meeting platform and via telephone. To address the Council orally, please read and follow the following instructions carefully:

1. Join the meeting at: <https://bit.ly/3nBYB5j> or [Zoom.com](https://zoom.us)

**Meeting ID:** 871 0396 7704

**Password:** 985171

-or-

2. Join the meeting via telephone by calling **(669) 900-9128**

**Meeting ID:** 871 0396 7704

**Password:** 985171

- a. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you when it is your turn to speak.
- b. When the Chair calls for public comment on the item on which you wish to speak please use the **“Raise Hand”** feature by clicking on the hand icon at the bottom of your screen if joining via Zoom or **press \*9** in joining via telephone to notify the Host that you would like to speak.
- c. The Host will unmute speakers in turn. Speakers will be notified when it is their turn to speak.
- d. When called upon, please limit your remarks to the time limit allotted by the Chair or as specified on the agenda. Speakers will be muted when their time is up.

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## **A. CALL TO ORDER AND ROLL CALL**

## **B. APPROVAL OF FINAL AGENDA**

## **C. PUBLIC COMMENT**

*There is a three-minute time limit to speak although the Chair may shorten the time based on the number of speakers or other factors. A speaker may not yield his or her time to another speaker.*

*For issues raised during Public Comment that are not on the published agenda, except as otherwise provided under the Ralph M. Brown Act, no action can legally be taken. The Commission may direct that the item be referred to the Staff Liaison for action or may schedule the item on a subsequent agenda.*

## **D. CONSENT ITEM**

*All matters listed on the Consent Item are considered to be routine and will be enacted by a single vote of the Commission. There will be no separate discussion unless specific items are removed from the Consent Item for separate discussion and action. Any Commissioner may remove an item from the Consent Item and place it under General Business for discussion.*

**D.1. Approve the meeting minutes from July 28, 2021.**

**E. UNFINISHED AND OTHER BUSINESS**

**F. GENERAL BUSINESS**

*These items include significant and administrative actions of special interest and will usually include a presentation and discussion by the Commission. They will be enacted upon by a separate vote.*

**F.1 Identify partner organizations and create a 2022 calendar**

**F.2 Discussion regarding observation of religious holidays**

**F.3 Preliminary discussion of 2022 MAC event**

**F.4 Promotional materials for MAC Commissioners**

**G. COMMITTEE AND LIAISON REPORTS**

*This section is used for Commissioners and the Staff Liaison to orally report on topics that can be considered for discussion at a future meeting.*

**G.1. Commissioner Reports**

**G.2. Staff Liaison Reports**

**H. ADJOURNMENT**

***Materials, that are submitted to members of the Commission after the distribution of the meeting's agenda packet will be available upon request.***

**AFFIDAVIT OF POSTING**

I, Christina Soares, certify that on the Thursday before the Multicultural Advisory Commission meeting of September 22, 2021 the agenda was posted on the City Community Service Board at 922 Machin Avenue and on the City's website at [novato.org](http://novato.org) in Novato, California.

/Christina Soares/

Christina Soares, Management Analyst I



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**CITY OF NOVATO**  
**CALIFORNIA**

**Multicultural Advisory Commission**

**Draft Meeting Minutes**

**Wednesday, July 28, 2021 - 6:00 PM**

**Teleconference**

**A. CALL TO ORDER AND ROLL CALL**

Meeting called to order by Chair Gardner at 6:04 P.M.

Commissioners present: Benjamins, Camillo, Gardner, Jacobs, Olmanson (left at 6:37 P.M.), Osotio, Portje (joined meeting at 6:30 P.M.) Sato, Suraci

Commissioners absent:

Staff Present: Assistant City Manager Jessica Deakyne & Management Analyst I Christina Soares.

**B. APPROVAL OF FINAL AGENDA**

Commission Action: Upon motion by Commissioner Osotio and seconded by Commissioner Suraci, the Commission voted 7-0-1-1 to approve final agenda.

AYES: Benjamins, Camillo, Gardner, Jacobs, Osotio, Sato, Suraci

NOES: None

ABSENT: Portje

ABSTAIN: Olmanson

**C. PUBLIC COMMENT**

NONE

**D. CONSENT ITEM**

*All matters listed on the Consent Item are considered to be routine and will be enacted by a single vote of the Commission. There will be no separate discussion unless specific items are removed from the Consent Item for separate discussion and action. Any Commissioner may remove an item from the Consent Item and place it under General Business for discussion.*

**D.1. Approve the meeting minutes from June 23, 2021.**

Commission Action: Upon motion by Commissioner Sato and seconded by Commissioner Osotio, the Commission voted 7-0-1-1 to approve meeting minutes.

AYES: Benjamins, Camillo, Gardner, Jacobs, Osotio, Sato, Suraci

NOES: None

ABSENT: Portje

ABSTAIN: Olmanson

**E. UNFINISHED AND OTHER BUSINESS**

NONE

**F. GENERAL BUSINESS**

*These items include significant and administrative actions of special interest and will usually include a presentation and discussion by the Commission. They will be enacted upon by a separate vote.*

**F.1 Workplan Discussion**

ACM Deakyne discussed the 21/22 workplan presentation to Council, scheduled for September 14, 2021. It was agreed that Chair Gardner will be doing the presentation. The Commissioners and ACM Deakyne discussed workplan items and events for the 21/22 year and if they will be virtual or in person. Commissioner Jacobs asked for clarification on protocol about getting an item agendaized. The Commissioners continued their discussions about workplan items and event topics.

Commission Action: Upon motion by Commissioner Sato and seconded by Commissioner Osotio, the Commission voted 8-0-1 to present the Committee's workplan to City Council.

AYES: Benjamins, Camillo, Gardner, Jacobs, Osotio, Portje, Sato, Suraci

NOES: None

ABSENT: Olmanson

**F.2 Diversity, Equity, and Inclusion Training Update**

ACM Deakyne announced the Diversity, Equity, and Inclusion training session options for Committees, Commissions, and Board members taking place in August 2021. An email for training signups will be sent out to the Commissioners.

**F.3 Not In Our Town Event Preparation**

ACM Deakyne and the Commissioners discussed United Against Hate Week. The Commissioners discussed partnering with NOIT-Novato for United Against Hate Week. Commissioner Jacobs and Osotio were part of an ad-hoc committee that worked with NIOT-Novato last year and would like to do so again this year. Commissioner Suraci volunteered to join ad-hoc committee.

Commission Action: Upon motion by Commissioner Jacobs and seconded by Commissioner Benjamins, the Commission voted 8-0-1 to agendaize United Against Hate Week event to September's Agenda and re-appoint Commissioners Jacobs and Osotio, and to appoint Commissioner Suraci to serve as ad-hoc liaisons with Not In Our Town-Novato.

AYES: Benjamins, Camillo, Gardner, Jacobs, Osotio, Portje, Sato, Suraci

NOES: None

ABSENT: Olmanson

## **G. COMMITTEE AND LIAISON REPORTS**

*This section is used for Commissioners and the Staff Liaison to orally report on topics that can be considered for discussion at a future meeting.*

### **G.1. Commissioner Reports**

Commissioner Jacobs shared with the commission that the Marin County Asian Church moved to Novato and hoping to interact with the commission in the future.

Commissioner Sato shared information from the last Novato Community Hospital meeting that COVID and the Delta variant have been spreading rapidly and for commissioners to be safe.

Commissioner Osotio commented that the Multicultural Advisory Commission webpage states that the meetings are held as needed and should be updated to reflect new meeting schedule.

### **G.2. Staff Liaison Reports**

ACM Deakyne addressed the topic of business cards and how the city does not issue business cards or city email accounts for commissioners. Staff can create a flyer that includes the commission's meeting information and Mission Statement for commissioners to promote our meetings.

## **H. ADJOURNMENT**

Commissioner Benjamins motioned to adjourn. Commissioner Suraci seconded the motion. Meeting adjourned at 7:20 P.M.

**I HERBY CERTIFY that the foregoing minutes were duly adopted at the Multicultural Advisory Commission meeting of \_\_\_\_\_.**

**/ Christina Soares /**

**Christina Soares, Management Analyst I**