Joint Commission on Racial Justice and Equity
Information Technology Sub-Committee

AGENDA
Tuesday, October 12, 2021
6:30 pm – 7:30 pm (Central time)
Virtual Zoom Meeting

Join Zoom Meeting
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1. **Call to Order**

2. **Discussion of the previous meeting's minutes**

3. **Discussion related to the survey to collect the baseline data**

4. **Discussion of Informational Items & Reports**
   - Discuss the background research

5. **Recommendations to the Steering Committee (If needed)**
   - Specific recommendations the Subcommittee might make to the Steering Committee (requires a motion, second, and simple majority vote of the members present)

6. **New Business**
   - List in bullet format that the Subcommittee knowingly intends to discuss or is requesting information on for a future meeting.

7. **Adjournment**

MEETING MINUTES
Tuesday, September 14, 2021
6:00 pm – 7:00 pm
Zoom Meeting

Members Present: ☐ Jamiel Shelton, Co-Chair   ☐ Syamala Srinivasan, Co-Chair
                     ☐ Jessica Bastian   ☐ ~~Sean Couch~~
                     ☐ Sean Garrett   ☐ ~~Brooke Sommerville~~
                     ☐ ~~Thomas Higgins~~   ☐ ~~Aishi Tulasaku~~
                     ☐ ~~Robert Ramoska~~   ☐ ~~Nyrobi Wheeler~~
                     ☐ Lisamarie Schultz

Others Present:
        None

1. **Call to Order**
    Meeting was called to order by Jamiel Shelton at 6:05 pm.

2. **Introduction**
    All commissioners introduced themselves and provided their backgrounds.

3. **Discussion of how the subcommittee will do its work**

    - Jamiel Shelton and Syamala Srinivasan highlighted the deliverables and logistics of the IT subcommittee. These are based on the meeting with the Steering Committee on September 2, 2021.
    - Three milestones/deliverables were presented. (1) Baseline Report with current data needs to be delivered in 1st Quarter of 2022. (2) Strategy report to address the IT needs to be delivered in Summer of 2022. (3) Implementation report needs to be delivered in September of 2022.
    - All commissioners are committed to work toward achieving the milestones.
    - All the commissioners present agreed on changing the monthly times to 6:30 pm or 7:00 pm. This would provide enough time for everyone to take care of the personal/family needs.

4.   Discussion of Informational Items & Reports

- Syamala Srinivasan, Aishi Tulasaku and Jamiel Shelton collected the Census data and wrote an informational report for the Peoria County. The report was emailed to the commissioners a week before the meeting. Syamala Srinivasan reviewed and discussed the highlights of the report in the meeting. This report provided a list of neighborhoods that are the poorest, in the Peoria County. These are the neighborhoods that would need to IT support and hence would be targeted.
- The subcommittee did brainstorming in order to work towards the 1st milestone. These are the highlights.
- In order to collect the baseline data, first, the team needs to decide what data to collect. These are the data elements that were discussed. In the chosen neighborhoods, need to collect (1) percent of households that have computers, (2) percent of households that have broadband internet access, (3) demographic information, (4) educational attainment information, (5) access to internet through mobile phone, (6) Learning items for the end users – (a) Navigating the Web and applying for a job, (b) Writing a resume to apply for a job, (c) Learn to Excel to do some calculations, (d) Other. More brainstorm needs to be done to finalize all the information items in this list. A survey will be developed with these questions.
- Identified the institutions that may have collected this data already. If not, provide this survey to the institutions to collect the data. This is the list of institutions that was brought up. Peoria School District, Peoria Public libraries, ICC, East Bluff community center, Proctor community center, Neighborhood house, and Teen Reach.
- Possible funding mechanisms were discussed. Federal program EBB (Emergency Broad Band) provides funding to access broadband to qualified people, free of charge. Public access to Wi-Fi, public access to hotspots, private programs such as Comcast providing $10/month broadband access were discussed. Peoria school district providing free tablets to students was also mentioned.

5.   Adjournment
The meeting was adjourned at 7:00 pm by Jamiel Shelton.