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CITY SECRETARY  
DALLAS, TEXAS



Public Notice

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POSTED CITY SECRETARY  
DALLAS, TX

MARTIN LUTHER KING, JR. COMMUNITY CENTER  
ADVISORY BOARD MEETING  
VIRTUAL MEETING  
TUESDAY, SEPTEMBER 22, 2020 - 6:30P.M.

WebEx Meeting Address:

<https://dallascityhall.webex.com/dallascityhall/j.php?MTID=m23d6f2289e23381fd9109293a1efaae3>

Join by phone

+1-469-210-7159 United States Toll (Dallas)

+1-408-418-9388 United States Toll

Access code: 146 437 0337

Agenda

- |   |   |
|---|---|
| 1. Call to Order/Welcome  | Dr. Jerry Christian, Chair                |
| 2. Invocation/Opening Statement   | Dr. Jerry Christian, Chair                |
| 3. Roll Call  | Mrs. LaRhonda Bacon, Coordinator II       |
| 4. Approval of Minutes<br>A. Approval of August 17, 2020 Minutes  | Dr. Jerry Christian, Chair                |
| 5. Discussion: Audit – Advisory Board   | Dr. Jerry Christian, Chair                |
| 6. Address the Advisory Board<br>A. 2021 MLK Celebration, Planning,<br>& Funding Availability   | Ms. Kimberly Tolbert, Chief of Staff      |
| 7. Discussion: 2021 MLK Celebration Sub-Committee Update<br>A. Gala/Luncheon<br>B. Parade/March   | Ms. Candace Wicks, Committee Chair        |
| 8. 2020 Center Cultural Events<br>A. Back to School Drive Thru Festival<br>B. Fresh Produce Distribution<br>C. Day of Dignity<br>D. Harambee Festival | Ms. Pamela R. Jones, Division Manager III |
| 9. Public Comments  | Speakers                                  |
| 10. Adjournment   |   |

### **EXECUTIVE SESSION NOTICE**

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.086]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex. Govt. Code §551.089]

### **Handgun Prohibition Notice for Meetings of Governmental Entities**

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

## Observation B: Martin Luther King, Jr. Community Center Board

There is not a consensus of the advisory capacity the Martin Luther King, Jr. Community Center Board should perform, and monthly board meetings are poorly attended. As a result, there is a risk the Martin Luther King, Jr. Community Board will remain unable to ensure that operations are efficient, effective, and achieve their mission.

### Lack of Consensus

On September 21, 1971, City Council passed Ordinance 13384 to establish a Crossroads Community Service Center Board that had policy and operational responsibilities for the community center. Various ordinances have renamed the community center and board to Martin Luther King, Jr. Community Center, and changed the board's size, term, appointment procedures and responsibilities to an advisory board.

Interviews with eight board members revealed a range of roles/responsibilities the Martin Luther King, Jr. Community Center Board should perform. While subsequently amended, earlier ordinances required City Council-approved by-laws and stated a detailed list of functions of the Martin Luther King, Jr. Community Center Board. By-laws could not be provided, and no one referred to the functions detailed in the amended ordinances. One board member referred to the guiding principles listed in the Martin Luther King, Jr. Community Center Board Annual Report presented to City Council.

### Poor Attendance

Besides the lack of a consensus, the board meetings are poorly attended. Approximately 28 percent of the Martin Luther King, Jr. Community Center Board seats were vacant (4.25 of 15 seats) for the meetings during the audit period. The vacant seats ranged from a high of eight for one meeting to a low of two for three meetings. Further, approximately two Martin Luther King, Jr. Community Center Board members were absent from each meeting during the audit period. An August 24, 2018, memo from the City Manager to the Honorable Mayor and members of the City Council noted the following:

- *"The Board currently has 7 total vacant positions, including the chair, which creates a significant impediment to holding productive meetings."*
- *"Additionally, several current members have attendance issues."*
- *"Two of the 3 most recent scheduled meetings were unable to be held due to a lack of quorum."*
- *"Due to quorum challenges, the 2019 MLK Celebration Planning Committee was established in March 2018.... The Planning Committee is comprised of community members and volunteers as well as several members of the MLK Community Center Advisory Board."*

Criteria:

- ❖ Dallas City Code, Article XIII. *Martin Luther King, Jr. Community Center Board*
- ❖ *The Governance Assessment Checklist* published by the City of Kansas City, Missouri – City Auditor's Office
- ❖ Standards for Internal Control in the Federal Government, (Green Book), *Principle 6.03 – Definitions of Objectives*

Assessed Risk Rating:

**High**

We recommend the **Director of the Office of Community Care:**

**B.1:** Work with the City Manager, City Attorney's Office and City Council to establish: (1) by-laws that describe the roles and responsibilities of the Martin Luther King, Jr. Community Center Board; and, (2) procedures to ensure a fully functioning Martin Luther King, Jr. Community Center Board that contributes to the Martin Luther King, Jr. Community Center mission.



**City of Dallas**

**MARTIN LUTHER KING, JR. COMMUNITY CENTER  
ADVISORY BOARD MEETING  
VIRTUAL MEETING  
MONDAY, AUGUST 17, 2020 - 6:30P.M.**

WebEx Meeting Address:

<https://dallascityhall.webex.com/dallascityhall/j.php?MTID=m0fbc63f7cdbfe05a90337e5ae43c8547>

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Access code: 146 289 3324

MINUTES

PRESENT

Ms. Elaine Sacks  
Mr. Asa Woodberry  
Mr. Trent Hughes  
Mrs. Michelle Espinal-Embler  
Ms. Candace Wicks  
Ms. Zandra Medenhall  
Ms. Johnnie Goins  
Mrs. Clara Brown-Trimble  
Mrs. LaSheryl L. Walker

ABSENT

Ms. Amanda Johnson  
Dr. Jerry Christian  
Rev. Donna Slater

VACANT POSITIONS

9  
11  
13

MARTIN LUTHER KING JR. COMMUNITY CENTER STAFF PRESENT

LaRhonda Bacon, Coordinator II  
Pamela R. Jones, Division Manager

CITY OF DALLAS PRESENT

Dr. Jamel Slaughter, Program Administrator

CALL TO ORDER/WELCOME

Vice Chair Wicks called the meeting to order at 6:32pm.

INVOCATION/OPENING STATEMENT

Board Member Walker prayed for everyone, the community and the decorum of the meeting. Vice Chairs Wicks called for a motion to approve agenda as written. The motion was made by Board Member Hughes and seconded by Board Member Trimble. The board approved.

ROLL CALL

Roll call was completed by LaRhonda Bacon.

APPROVAL OF MINUTES

Board member Sacks made the motion to approve the minutes and Board Member Hughes seconded the motion. The board approved.

JUNE/AUGUST 2020 CENTER EVENTS

Ms. Jones stated that the Juneteenth Drive Thru Celebration held on Friday, June 19, 2020 at 10am was a success. We had over 30 community partners participating and giving product to everyone who drove thru. The recipients received household cleaning items, non-perishable foods, home improvement items, and a hot snack from Wingstop. During the event 325 families drove through and 131 walk-up citizens for a total of 456 served. The Back to School Festival will also be a drive thru and this year students will have to register to receive/participate in our event. The Back to School Drive Thru Festival will be our second Covid-19 event taking place Friday, August 14, 2020.

PUBLIC COMMENT

None

ADJOURNMENT

Board Member Goins made a motion to adjourn the meeting. Board Member Trimble seconded. The meeting adjourned at 6:43pm.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Date