



MEMORANDUM

Date: July 27, 2021

To: Water Utility Board

From: Krishna Kumar, General Manager

Subject: Gender-Inclusive Language in Public Meetings

RECOMMENDATION

Review the resources provided by the Mayor's Office and discuss ways to implement them at future public meetings, as well as sharing members' own ideas regarding how to further gender inclusivity and equity for all.

SUMMARY

The Mayor's Office recently released a memo for discussion by all Boards, Commissions and Committees in the City about how to create a more gender-inclusive space at both virtual and in-person public meetings. They have provided suggestions for ways to encourage gender inclusivity in the attached memo.

Copies of Administrative Procedure Memorandum 2-52, titled "Inclusive Workplace, Transgender, Gender Non-Conforming, and Non-Binary Employees" and adopted by the City last year, and a Gender-Inclusive Language Style Guide, are also attached for ready reference.

FISCAL IMPACTS

None

ATTACHMENTS

1. Gender-Inclusive Memo dated July 16, 2021
2. APM 2-52
3. Gender-Inclusive Language Style Guide