

**CITY OF WARRENVILLE  
INCLUSION, DIVERSITY, EQUITY, AND AWARENESS COMMISSION  
MEETING  
REGULAR MEETING  
CITY COUNCIL CHAMBERS  
28W701 STAFFORD PLACE  
WARRENVILLE, IL 60555  
Wednesday, February 25, at 7:00 p.m.**

Be advised: this Inclusion, Diversity, Equity and Awareness Commission regular meeting will be conducted in the traditional in-person format.

**A G E N D A**

- A. CALL TO ORDER**
- B. OTHER BUSINESS:**
- C. ROLL CALL**
- D. CITIZEN COMMENTS**
- E. APPROVAL OF THE JANUARY 20, 2026, MINUTES**
- F. STAFF REPORT**
- G. BUSINESS OF MEETING**
  - 1. Warrenville Smiles: Station departed from the Library. New location is needed.
  - 2. Welcome Packets: Begin reaching out to organizations about interest in utilizing the welcome packet to promote themselves.
  - 3. Arbor Day 2026: Begin preparation for event.
  - 4. Best Practices Spotlight
- H. COMMISSIONER COMMENTS/REPORTS**
- I. ADJOURN**

**Key:** LR=Commissioner Linda Robinson, TB=Commissioner Tabitha Deno, ML= Chairperson Megan Legler, TM=Commissioner Trudie Meeks, RP=Commissioner Robin Pelfrey, SP=Commissioner Sara Phalen, LN=Commissioner Lucy Nelson, DA=Ex-Officio Diana Abraham (Library), JL=Ex-Officio Joe Levy (Fire Protection District), NB=Ex-Officio Naomi Bawa (WWHS Student), MM=Ex-Officio Melissa Murphy (CUSD 200), BW=Council Liaison Bill Weidner (Alderman), JO=Staff Liaison Juan Ortiz

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WARRENVILLE, IL 60555  
Wednesday, February 25, 2026  
7:00 pm**

**MINUTES**

**A. CALL TO ORDER**

The meeting was called to order at 7:00 pm by Chairperson Megan Legler.

**B. OTHER BUSINESS**

None

**C. ROLL CALL**

PRESENT: Chair Megan Legler and Commissioners Tabitha Deno, Trudie Meeks, Sara Phalen, and Robin Pelfrey

ALSO PRESENT: Ex-Officio members Diana Abraham (WPLD), Joe Levy (WFD) Melissa Murphy (Dist. 200), and Staff Liaison Juan Ortiz

ABSENT: Ex-Officio members Matt Odom (WPD) and Naomi Bawa (WWSHS), Commissioners Linda Robinson and Lucy Nelson, and Council Liaison Bill Weidner

**D. CITIZENS' COMMENTS**

None.

**E. APPROVAL OF JANUARY 20, 2026 MINUTES**

Amendment to the minutes: update Commissioner Robin Pelfrey to Present and Commissioner Sara Phalen to Absent. A motion was made by Commissioner Robin Pelfrey to approve the minutes as amended above. The motion was seconded by Commissioner Meeks. The motion was unanimously approved.

**F. STAFF REPORT**

Staff Liaison Ortiz went over:

- City Council to meet twice a month with a new 6:30 p.m. start time
- One of IDEC's FY2027 goals is for the City to maintain Autism Friendly. IDEC will have a Little Friends representative meet with us in the Spring to help make recommendations on how to keep our designation.
- Warrenville Smiles: City Communications Coordinator Paula to help with a video for the campaign in Q1/Q2 of 2026.
- No updates from the other commissions for IDEC.

## **G. BUSINESS OF MEETING**

1. Warrenville Smiles: At the Warrenville Public Library
  - Staff Liaison Ortiz dropped off campaign materials at the Library tonight.
  - Library has a plan/theme for material; Diana will keep members updated.
2. Welcome Packets
  - Finalized scripts will be provided at next month's meeting.
  - Staff Liaison Ortiz will send out an email with a list of assigned businesses. Members should use the next month to investigate points of contact for their assigned businesses/organizations.
  - Goal is to have a uniformed outreach; once script is provided outreach will begin. If asked by organizations, we will let them know that about 30 items should cover about 2-3 months of welcome packets. Items should be limited to size of a sheet of paper.
3. 2026 Event: Arbor Day
  - IDEC was invited to attend this event and host a sensory room. We will begin scheduling volunteers and the sensory room once the event date is confirmed.
  - Michelle Lilly, new EAC Staff Liaison, will inform us of the date of the event.
  - IDEC to work with the Warrenville Park District to reserve a room.
  - Last year's event saw roughly 10 children utilize the sensory room; sensory bags were provided as well as a plant related activity.
  - We will promote our participation in this and other City events.
4. Best Practice Spotlight
  - Double words exercise
  - Stroop Effect exercise.
  - Discussed cognitive processes and how they contribute to stereotypes.
  - Reviewed scenarios related to assumptions.

## **H. COMMISSIONER COMMENTS/REPORTS.**

Chairperson Legler opened for discussion a recommendation for a Community Event specifically for this Commission:

- Smile Festival that lines up with International Smile Day.
- Ideas presented included a Kindness Grove and Immersive art installation. She also presented pictures of her ideas.
- Other ideas included art with a legacy component, make and take crafts, scavenger hunts, kindness bingo.
- Proposal provided to Staff Liaison Ortiz.

Commission members discussed Chairperson Legler's proposal:

- Discussed incorporating aspects of proposal to existing events to avoid adding another event. In specific, target community and school organization events.
- Target events west of Route 59, as the area is underrepresented for community sponsored events.

Commissioner Phelan discussed the Township 708 Mental Health board:

- Ex-Officio member Abraham expressed interest in joining.
- Survey in the Warrenton newsletter about available grants. Members were encouraged to fill it out.
- \$700,00 in grants to be distributed. Cycle starts in May, funding is available for Mental Health, Developmental Disabilities and accessibility initiatives.

Mayor Johnson stopped by the meeting to wish the Commission Happy New Year and thank IDEC members for making Warrenton a better place.

**I. ADJOURN**

A motion was made by Commissioner Phelan to adjourn the meeting, seconded by Commissioner Meeks. The motion was unanimously approved. Meeting adjourned at 7:37 p.m.

Respectfully submitted,

Commissioner Tabitha Deno

# CITY OF WARRENVILLE

## MEMO

To: Inclusion, Diversity, Equity and Awareness Commission Members  
From: Juan Ortiz/ IDEC Staff Liaison  
Subject: FEBRUARY MONTHLY REPORT  
Date: February 23, 2026

**This report is intended to provide communication from the Commission Staff Liaison to the Inclusion, Diversity, Equity and Awareness Commission members on a monthly basis. Please contact me if you have any questions or comments.**

### **Review of IDEC Goals for FY2026 & FY2027**

*Strategic Plan Goal #3 Engaged and Connected Community – Participation & Belonging*  
FY2026:

- Identify and attend City-sponsored events and provide Autism Friendly Kits (as provided by Little Friends) for attendees at City-sponsored public events.
- Increase participation in boards and commissions by residents of different cultures and backgrounds (active marketing campaign FY2026 IDEC with benchmarks to measure success).
- Initiate contact with local faith-based organizations and neighborhood associations to connect new residents with welcoming information and services available in Warrentville.

FY2027:

- Identify city services that could benefit from autism friendly signage and work with Little Friends to develop the signage. (i.e. How to pay a water bill, how to apply for a building permit)
- Complete Autism Friendly training as identified through goals established by the City and IDEC to maintain Autism Friendly designation

### **Appointed Officials Tips, Guidelines & Ethics Update:**

Sent out an email with our updated Appointed official guidelines. Please read through them and let me know if you have any questions about them.

### **Matt Odom Departure:**

Matt has accepted a position with the Brookfield Park District and will no longer serve as the Warrentville Park District's Ex-Officio representative. The WPD is currently identifying which staff member will take his place.

### **Event Update:**

Following up on Megan's proposal from our last meeting, the recommendation is to focus on attending core events, along with any new or special events, and utilize the Warrentville Smiles Station to interact with the public and promote Warrentville Smiles. We also want to ensure these events are more accessible to all.

**Other Commissions Update:**

BPAC – IDEC attendance will be included in Bike Rodeo marketing

TAC – N/A

EAC – IDEC sensory room will be included in Arbor Day marketing

**Meeting Schedule:**

~~January 20, 2026~~

February 25, 2026

March 31, 2026

April 21, 2026

May 19, 2026

June 16, 2026

July 21, 2026

August 18, 2026

September 15, 2026

October 20, 2026

November 17, 2026

December 15, 2026

**Upcoming Meetings and Dates of note:**

<b>Feb</b>	22	2:00 p.m.	History of Warrenville Streets program @ Warrenville Library
	26	6:30 p.m.	English Conversation Classes @ Warrenville Library
<b>Mar</b>	02	6:30 p.m.	City Council Meeting
	05	7:00 p.m.	Plan Commission / Zoning Board of Appeals
	10	6:30 p.m.	Bicyclist and Pedestrian Advisory Commission Meeting
	12	7:00 p.m.	Tourism and Arts Commission Meeting
	14	9:00 a.m.	City Council Budget Workshop
	16	6:30 p.m.	City Council Meeting
	17	5:00 p.m.	General Primary - City Hall Polling Place
	19	7:00 p.m.	Plan Commission / Zoning Board of Appeals
	24	7:00 p.m.	Board of Fire & Police Commissioners Meeting