



**Diversity, Equity and Inclusion Commission Agenda**

**Tuesday, July 27, 2021 from 3-4:30 p.m. via Zoom**

Zoom Webinar ID: 868 0686 5270 Password: 167489

[https://us02web.zoom.us/webinar/register/WN\\_R3Vj-CQTROGtLA3CrpjF9Q](https://us02web.zoom.us/webinar/register/WN_R3Vj-CQTROGtLA3CrpjF9Q)

Purpose: This meeting will focus on reviewing and discussing the initial draft of the Diversity, Equity & Inclusion chapter of the Comprehensive Plan.

Expected Outcomes

- Review draft of DEI Chapter of Comprehensive Plan.
- Provide feedback on DEI Chapter of Comprehensive Plan.
- Give updates on listening tour planning.

Topic	Process	Who	Time
<b>Welcome &amp; Meeting Overview</b> <b>Introductions/Roll Call</b>	Present	Nancy G., Chair	5 min 3:00-3:05 p.m.
<b>Approve Agenda</b> <b>Review &amp; Approve Minutes of July 13, 2021 DEI Commission Meeting (motion needed)</b>	Present Discuss Motion	All	5 min 3:05-3:10 p.m.
<b>Review Comprehensive Plan</b> <ul style="list-style-type: none"> <li>• Review plan</li> <li>• Discuss</li> </ul>	Present Discuss Clarify	Kirsten Sackett & Stacey Henderson, Community Development	60 min 3:10-4:10 p.m.
<b>Listening Tour Session Updates</b> <ul style="list-style-type: none"> <li>• Provide updates</li> </ul>	Present Discuss	All	10 min 4:10-4:20 p.m.
<b>Housing Action Plan</b> <ul style="list-style-type: none"> <li>• Update on project</li> </ul>	Present Discuss	Kirsten Sackett, Community Development	5 min 4:20-4:25 p.m.
<b>Public Comment (as time allows)</b> <ul style="list-style-type: none"> <li>• Public comments are limited to 3 minutes per person, and no action will be taken on these comments at this meeting. Please raise your “virtual hand,” or press *9 on your phone. Once called upon: please state your first name, last name and address for the record.</li> </ul>	Comment	Members of the public	5 min 4:25-4:30 p.m.

<b>Review Next Meeting:</b> August 10, 2021, 3-4:30 p.m., City Council Conference Room & Zoom Webinar HYBRID <b>Adjourn</b>	Present	Nancy Goodloe, Chair	
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**DIVERSITY, EQUITY & INCLUSION COMMISSION (DEI)**  
**July 13, 2021 Regular Meeting**  
**(3:00 to 4:30 p.m.) Remote Meeting via Zoom**

**Members Present:** Veronica Acevedo, Daniel Amos, Delores (Kandee) Cleary, Tylene Carnell, Landis Hanson; and Nancy Goodloe (chair)

**Members Absent:** Sara Omrani (excused);

**Also present:** Kirsten Sackett, Community Development Director; Stacey Henderson, Senior Planner; Nicole Klaus, Public Information Officer (Recording Secretary); Terry Weiner, City Attorney; Heidi Behrends Cerniwey, City Manager; and 2 members of the public.

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**1. CALL TO ORDER / INTRODUCTIONS**

Chair Nancy Goodloe called the meeting to order at 3:01 p.m.

Commissioner Amos moved to approve an excused absence for Commissioner Sara Omrani.

Commissioner Kandee Cleary seconded. All in favor; motion passed.

**2. APPROVAL OF MINUTES FROM JUNE 22, 2021 MEETING**

Commissioner Tylene Carnell corrected the minutes to reflect the name Seattle Pride Fest.

**Motion:** Commissioner Kandee Cleary moved to approve the minutes from the June 22, 2021 DEI Commission Meeting as amended, and Commissioner Amos seconded. All in favor; motion passed.

**NEW BUSINESS**

**3. REVIEW HATE CRIME STATUTE**

City Attorney Terry Weiner reviewed the Washington State hate crime statute, RCW 9A.36.080. Weiner said the key takeaway for that statute, is that you first have to have a victim who fits in one of those categories, and then there has to be evidence that the victim was chosen by the defendant because they were in those categories.

Commissioner Amos asked if it applied to age, and Weiner said age is not a category listed in the RCW.

Commissioner Carnell asked how it would affect a group of people, and Weiner said the statute was applicable to a specific person or group of persons.

**4. REVIEW BOARDS & COMMISSIONS APPOINTMENT PROCESS**

City Manager Heidi Behrends Cerniwey reviewed the process taken by the Council Ad Hoc Sub-Committee on Term Limits for Boards & Commissions. It started because there was discussion on the value of term limits to give new opportunities for new voices in our community to serve in an advisory role.

During COVID the emergency order created a new rule saying all our boards and commission meetings are remote, and we learned that creates accessibility for both commission members and also it creates opportunities for the public to participate. The Council Ad Hoc Sub-Committee was asked to revisit that as well.

Behrends Cerniwey reviewed the goals:

- Equity in representation and terms



- Inclusion – opportunities for new voices and ideas can benefit the community
- Informed and engaged representatives of the community serving in these advisory roles

Behrends Cerniwey reviewed the recommendations of the Ad Hoc Sub-Committee:

- Establish term limits consistently (where possible)
  - For those commissions with terms less than or equal to three (3) years: establish reappointment maximum of two (2) terms for an overall service limit of three (3) terms
  - For those commissions with terms greater than or equal to four (4) years: establish reappointment maximum of one (1) term for an overall service limit of two (2) terms
  - Define “unexpired term” as less than 2 years in length
- Make administrative changes to improve service expectations
  - Require applicants to attend one meeting, prior to appointment (change application to reflect this requirement)
  - Applicants could be interviewed by Council liaison and the appointed commission staff, who in turn make the recommendation (prior to introduction at Council meeting)
  - Consider returning to prior process where applicants were introduced at 1st meeting of the month and appointments considered at the 2nd meeting of the month
  - Actively recruit community members for service
  - Be more proactive in announcing and recruiting for openings (i.e. in October for December expirations and in March for May expirations – advertise upcoming terms that will expire/potential vacancies – noting accepting new applications until \_\_\_\_.)
  - Tell our story – people need to understand the role, purpose, and opportunity available for service
- Be more proactive in announcing and recruiting for openings (i.e. in October for December expirations and in March for May expirations – advertise upcoming terms that will expire/potential vacancies – noting accepting new applications until \_\_\_\_.)
  - Tell our story – people need to understand the role, purpose, and opportunity available for service
- Consider eliminating any board or commission that is not active o The Building Appeals Board duties could be transferred to Hearing Examiner.

Chair Goodloe suggested using bilingual language when advertising for openings.

Commissioner Amos said he liked the idea of having Zoom or telecommunication meetings available all the time. Amos said the policy sounds like it makes a lot of sense, and the idea of having uniform standards for all commission sounds like a wise way to go.

Chair Goodloe asked about grandfathering past members who have already exceeded term limits into that. Behrends Cerniwey said it hasn't yet been addressed in the Sub-Committee, but recommendation is this is not about kicking people off, but to honor current terms and then this would be a term limit from here on out.

Commissioner Landis Hanson said he liked the idea of making sure those on commissions and council live in Ellensburg and aren't vacationers or those with a second home. He wanted to make sure the



recommendations don't exclude those who do live in the community and exist but go other places such as migrant workers or CWU students.

Commissioner Cleary said that term limits then allow for more diversification of those commissions and said it would be interesting to know the makeup of the current commissions.

Commissioner Acevedo said diversification would help, and also bring new fresh ideas, different mentalities and fresh perspectives.

Commissioner Carnell asked about when opportunities like this come up to potentially join commissions, what ways is it put out to the community for people to know about it and what ways can it be expanded to hit a broader audience.

Commissioner Cleary said it's important to have proactive recruitment. If you have term limits and know when those are up, you can do some planning and be able to recruit for positions coming up.

Commissioner Acevedo agreed with Commissioner Carnell about getting the information out there. She has been in the community for 30 years, and never knew there were committees and subcommittees. For this commission she heard it from word of mouth.

Chair Goodloe asked if CWU students are considered residents or not because it would be nice to have student representation. We have some on our commissions and boards. It might be worth a conversation with the Sub-Committee to think about that.

Commissioner Acevedo said students are an important part of our community and of our economy and are here two to four years, and they could provide information on how we could benefit their time here.

Commissioner Hanson said it's important to note students are also more vulnerable members of our community financially and it's super important to have their voices heard when we're talking about things like affordable housing.

Commissioner Carnell if we are targeting people who speak different languages, then we also need to talk about providing the means for that person to potentially engage in the committee itself, maybe looking at software.

Commissioner Amos said he would like to see a long-term recruitment of various people who are not yet on the committee and have someone who is Asian on the committee.

Chair Goodloe said this is a great example of how you start changing systems in our community and it would be nice if this conversation could happen with every board that we have in this community.

## **5. COMPREHENSIVE PLAN UPDATES**

City Senior Planner Stacey Henderson said she wrote a draft for the intro part of the chapter and sent it to Commissioner Amos for review and feedback. Commissioner Amos and Henderson will meet to



discuss his feedback. The next step is to send the draft to commission members for review, and they can provide feedback directly to Henderson. It will be on the agenda at the July 27 meeting for discussion.

#### **6. DEVELOP LISTENING TOUR PLAN**

Chair Goodloe said the commission should focus the in-person listening tour sessions on the gaps that were identified from the previous Council Sub-Committee Listening Tour.

Chair Goodloe reviewed a list she created that has four or five groups that could be held in person because it would not be possible to do listening tours with every group. Since everyone can't be included on the listening tour, Goodloe talked about other participation strategies such as the online version, flyers to churches, reaching out to nonprofits, guest columns in the newspaper, and doing PSAs on Ellensburg Community Radio. Goodloe encouraged DEI Commissioners to do the listening tour in groups of two so people can hear and take notes.

There was discussion about interviewing people one on one. The direction was for DEI Commissioners to look at the list Chair Goodloe created, and work together to organize listening sessions with small groups, but they were also welcome to hold one on one interviews as applicable.

#### **7. HOUSING ACTION PLAN**

Community Development Director Kirsten Sackett mentioned the Housing Action Plan and said Klaus would send the link out.

#### **8. DISCUSS HERITAGE MONTH PROCLAMATIONS**

Klaus discussed the heritage month proclamations for the rest of 2021 and asked for people to join a subcommittee with Chair Goodloe to continue working on the proclamation. Commissioner Cleary volunteered to help write the heritage month proclamations.

Commissioner Carnell said there is a land acknowledgement subcommittee and since the Native American Heritage Month Proclamation isn't until November, it could potentially incorporate that work.

#### **9. STAFF REPORT**

Klaus said commission meetings will remain virtual until August 2 to allow staff to implement the changeover to hybrid meetings. Klaus said the DEI Commission will be receiving City emails, and it will be discussed more on a future agenda.

#### **10. PUBLIC COMMENT**

Chair Goodloe called for public comment; there was none.

The meeting adjourned 4:33 p.m.

Respectfully Submitted by  
Nicole Klaus  
Recording Secretary  
**Drafted: 7/14/21**  
**Approved:**