

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Meeting

May 9, 2023

3:00 PM

Council Conference Room

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call

The Chair called the meeting to order at 3:00 p.m.

Roll Call Present: Kandee Cleary, Tylene Carnell, Alex Mandujano, Teresa Divine, Mayra Colazo and Nancy Goodloe (Chair)

Also present: Nicole Klauss, Public Information Officer (Recording Secretary); Brad Case, Parks and Recreation Director; Ramona Bryant (League of Women Voters); Nicholas Villa, ASCWU Vice President; and Olene Togiallua.

2. Approval of Minutes from April 11, 2023 Meeting

Commissioner Cleary moved to approve the April 11, 2023 meeting minutes. Commissioner Carnell seconded the motion. **Motion approved 5-0.**

4. Previous Meeting Motions And To-Do List Review

- Finalize first collaboration with CWU and City library about the Japanese American WWII Heroes event. **Done. Event is 5/12 at MCE in Dean Hall.**
- Nicole needs to set up time for two commissioners to go to another commission meeting.
- Tylene will finalize sponsorship of Pride 2023.
- Nancy will review subcommittees and individual responsibilities to commission. **Done.**
- Teresa will meet with CWU Day of Action/Block Party Committee. **Done. Event is May 12.**
- Mayra and Alex will talk to contacts about plans for Cinco de Mayo event **Move to next year's to-do list**
- Nancy will provide support to the Human Library event. **Done.**
- DEI Commission will start conversation about what is a safe community on agendas.

6. Subcommittee Reports

The interview subcommittee interviewed two candidates for consideration for the DEI Commission.

7. Commission Member Reports

Commissioner Colazo said the grants for rental assistance for CWDR and HopeSource have expired and consumers are being evicted.

Chair Goodloe said the first reading for the commission's request to expand membership of the DEI Commission passed at the City Council meeting. May 15 is scheduled for second reading.

Commissioner Carnell said KCHN and Helen House are hosting the Safe Space Train the Trainer. These opportunities are focused on the LGBTQ community, but it would be good to expand to other populations.

Commissioner Divine went to the last Kittitas Pride event, which had a lot of people though not much diversity.

Commissioner Colazo met with PTAC and introduced the DEI Commission.

Commissioners Colazo and Divine will look into a table at the farmers market.

8. New Business

A. Park Restroom Winter Accessibility Information

The Commission heard from City Parks and Recreation Director Brad Case about park restrooms and the development standards the City must follow for vault toilets locations. Commissioner Carnell expressed appreciation for seeing the information written out in memo form and asked about growth and park trends. Case talked about park impact fees. Commissioner Colazo asked about removing snow leading to a restroom. Case said the crews clear snow from sidewalks leading to restrooms. Commissioner Colazo asked if there has ever been a survey about park usage. Case said the Park Master Plan is updated every six years and during that process questions about why people use parks or don't are asked.

B. Listening Tour Documents

Commissioner Carnell introduced the documents. Commissioner Cleary moved to approve the listening tour policy and documents. Commissioner Divine seconded the motion. **Motion Approved 5-0.**

C. Review Liaison Documents

The Commission reviewed the Partner Agency Liaison description document and suggested some small edits.

Commissioner Cleary moved to accept the Partner Agency Liaison description with the correction of the date of the meeting and the addition of a written quarterly report from partner agencies. Commissioner Divine seconded the motion. **Motion Approved 5-0.**

Commissioner Cleary moved to approve a liaison position for the Ellensburg Downtown Association. Commissioner Colazo seconded the Motion. **Motion Approved 5-0.**

D. Review and Approve Grant Process

The Commission reviewed the grant process draft. The Commission allocated \$4,000 in the spending plan toward grants.

There was discussion about setting a cap on the funding so people don't invest a lot of time and get awarded a small amount. Chair Goodloe suggested not setting a cap because what if a good project comes through and it's \$4,000?

Commissioner Cleary said it's more accessible to not follow the city grant schedule in future years.

Commissioner Cleary suggested establishing a deadline and not putting a cap on it this year.

Commissioner Colazo expressed concern about accommodation and clear writing. Commissioner Mandujano suggested there could be an oral presentation if requested. Klauss said staff could be available to assist with questions on the grant application.

Suggested timeline is to approve grant document with changes at the June 13 meeting, then post the grants on June 15 with a July 31, 2023 deadline. The grant subcommittee would review and make a recommendation to the commission at the August 8, 2023 meeting. Applicants would have until the end of 2023 to spend the funding.

9. Staff Report

Klauss said the Council will review the second reading of the ordinance expanding the commission at the May 15 meeting. Interviews are in progress.

10. Public Comment

Chair Goodloe called for public comment. Olene Togialua asked where the grant process is at in the timeline.

Commissioner Carnell asked if it is RCW that people have to give their address when giving public comment because it can be uncomfortable for some people to put their address out there publicly. Klauss will follow up with City Attorney and get an answer.

11. Preview Next Meeting June 13, 2023

- Grant Process continued
- Review and Approve Dates of Recognition For Social Media

Meeting adjourned.

Nicole Klauss

Drafted: 5/12/23

Approved: 6/13/23