

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Meeting

February 13, 2024

3:00 PM

Council Conference Room & Zoom

1. Call to Order and Roll Call

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

Roll Call Present: Nancy Goodloe, Phil Backlund, Tylene Carnell, Kandee Cleary, Teresa Divine, Amber Hoefer, Alex Mandujano, and Mayra Colazo.

Also present: Nicole Klauss, Public Information Officer (Recording Secretary); Lucinda Carnell, CWU liaison; Rhonda Schmidt, ESD liaison; Ramona Bryant, League of Women Voters; and Jeremy Johnston, Community Development Planning Manager.

2. Approval of the Agenda

Commissioner Hoefer moved to approve the agenda. Commissioner Backlund seconded the motion. **Motion approved 7-0.**

3. Approval of Minutes from January 9, 2024, Meeting

Commissioner Cleary moved to approve the minutes from the January 9, 2024, DEI Commission Meeting. Commissioner Divine seconded the motion. **Motion approved 7-0.**

4. Previous Meeting Motions And To-Do List Review

A. Previous Meeting Motions: The previous meeting motions were reviewed.

B. 90-Day To-Do List Review:

- Plan Juneteenth event **Amber, Nancy, Teresa, and Kandee**
 - Klauss will schedule a Zoom meeting
- City will recognize Trans Day of Visibility: Highlight trans folks in our community and their contribution to Ellensburg **Tylene & Teresa**
 - Carnell is working on Proclamation and will send it to Goodloe, Cleary and Klauss for review.
- Develop an accessible onboarding program for new commission members (within first six months – *by end of March 2024*) **Mayra, Phil, and Nicole**
 - Klauss will schedule a meeting
- Develop the strategies and partnerships to support diverse residents to apply to City boards to better reflect our diverse community (**combined with above**)
- CWU/City collaboration to engage students with off-campus resources **Lucinda and Nancy**
 - No updates. Carnell and Goodloe will meet.
- Continue World Café conversations and expand topics of discussion **Lucinda, Nancy, Alex, and Kandee.**

- Planning group met a couple of weeks ago.
 - Title: World Café Campus & Community Dialogue
 - Sigrid Davison will facilitate.
 - April 13 in Sue Lombard Hall from 2-4 p.m.
 - Still working on developing questions. Group has a meeting Feb. 22 at 2 p.m. in Barge 304
 - Klauss to type up a “facilitator” description and send out.
- Develop partnerships for planning a multicultural event to celebrate the opening of Unity Park that focuses on music, food, dance, etc. **Nicole (to coordinate with staff), Phil, Tylene, and Alex**
 - Klauss to work with City staff to set meeting date
 - P&R Commission getting new chair, so waiting until that was decided
- Explore coalition partnership idea with the Dispute Resolution Center and others **Amber, Nancy, and Phil**
 - Goodloe sent a note to Carolyn. This is on hold until April.
- Meet with the Farmer’s Market and Night Market organizers to discuss a multicultural day at the Farmers Market and possibly sponsoring vendors **Teresa, Kandee, and Mayra**
 - We are inviting the market manager to attend the March commission meeting
 - Divine talked to Dawn Alford for BIPOC business days/training. Commission needs to talk about it more before talking money.
- Put listening tour data into a document for review, and discuss how to use the data **Phil, Alex, and Mayra**
 - Listening tour happened this month at CWDR, notes have been submitted.
 - Group has not yet met to discuss the data.

5. Liaison Reports

Lucinda Carnell reported:

- Diversity Awards are March 7 at CWU. Sent an email to sign up. Anyone in the community can attend the event, RSVP for headcount. Rosa Clemente coming. Carnell will get back to the group on an easier process for RSVPing without creating an account.

Rhonda Schmidt reported:

- ESD is finalizing the search for a permanent superintendent, and it will be announced 2/14.
- The Department of Justice is doing an investigation at ESD partially based on events that happened two school years ago starting with ASB election. They are looking at the district’s systems and processes around civil rights in general and around reporting incidents of harassment and bullying.

6. Subcommittee Reports

Listening Tour: Commissioner Mandujano is the new committee chair. Commissioner Colazo is working on a Spanish speaking listening tour, which both Mandujano and Colazo will facilitate. Mandujano walked around CWU’s campus and met groups willing to participate. Mandujano will connect with Lucinda Carnell to chat more. Hoefer said it

would be great to tap into staff groups on campus and talk to the Queer/Trans group on campus too. The plan is to have another meeting to outline the rest of the year's listening tours and discuss data. Mandujano is also going to reach out to community churches.

Commissioner Carnell suggested thinking about how long of a timeline there is between when the committee first interviews a group and visits them again. Colazo said both the disability and Hispanic communities were last visited three years ago.

Lucinda Carnell would like to join the Listening Tour Subcommittee.

7. Commission Member Reports

Chair Goodloe announced the City Council selected Delano Palmer to fill the vacancy.

Commissioner Colazo reported:

- CWDR will have a vaccine clinic on Feb. 23 at the Catholic Church from 1-3 p.m. Colazo will send a flyer to Klauss to share with commission. The clinic has incentives such as gift cards and solar chargers.

Commissioner Carnell reported:

- Two Safe Spaces trainings have been provided since the last meeting; 106 people in the community have now been through the training, from 20 businesses and organizations in both Upper County and Lower County
- In process of starting a new cancer support group in Ellensburg for people who live with or have lived with cancer. The next meeting is Feb. 19 at The Mule and then it will move to KVH, since KVH is now sponsoring the group. Meets the first and third Monday.
- Met with Jodi Hctor at the City Pool about signage for the locker rooms and adding privacy. Hctor is planning to send staff to Helen House for Safe Spaces training.
- The pizza klatch has had 30-35 kids attend each week.
- The KC Youth group is working on details for the end of the school year fair that will bring youth resources together. Last month they identified committees: fundraising, outreach, communications/publicity, and logistics.
- Attended a City meeting discussing policy for what flags can be flown where/when, who has to put them up, and what policies are in place.

Commissioner Divine reported:

- Ellensburg Bail Fund bailed out its youngest person this week at 22 years old. They received their first heartfelt thank you. Divine is looking for homelessness resources to give to people, is aware of HopeSource. Other suggestions included the cold weather shelter schedule, ASPEN for victim of domestic violence, Comprehensive Health, CWDR if disabled. KCHN has a resources guide on its website. Hoefer will try to find some state resources as well.

Commissioner Hoefer asked if we can set a date for the 2024 retreat. Klauss will send out a poll for August retreat dates.

8. New Business

A. Comprehensive Plan Presentation/Update

City Planning Manager Jeremy Johnston provided a report on the comprehensive plan update due in June 2026. The plan is to update these chapters in 2024: DEI, environmental, historic preservation, and a new climate change resiliency chapter.

In 2025, staff will update the housing and development chapters because they anticipate significant changes from the Legislature to those areas.

Johnston requested the commission go through the chapter and think about: Are there things missing? Is this what we want to see? Make sure it better reflects where we are and where want to be in 20 years. Feedback should be focused on the goals, policies, and procedures, which inform the narrative.

The timeline is to work on a draft from February-July, then have a public outreach component (not yet established what that looks like) to get community input, then bring back to the commission and refine. By next fall, there should be a new working draft of the chapter to move forward. Data will be updated to the extent that it is available.

Goodloe brought some proposed changes to the meeting. The Commission asked for additional time to review Goodloe's proposed changes and to make their own. Commission members should send proposed changes to Klauss to compile into a document for review at the April meeting.

B. Rapid Response Discussion/Recommendation

Goodloe said there are three pieces to discuss: 1. Virtual comments on non-agenda items 2. Rapid Response Team 3. Community engagement.

Goodloe summarized the previous meeting's discussion and said the Commission wants to recommend the City Council bring back virtual comments on non-agenda items. All commission members raised their hands to indicate they were in favor of this request. There was no formal motion.

Commissioner Carnell said the goal is to increase access in person and virtually and the commission should think about putting it in the comp plan policy.

The Commission discussed a rapid response team and who should be involved in reviewing a statement: PIO, City Manager, Mayor, Attorney, other relevant City staff, and a DEI Commission member. The rapid response team is a small group of people that can offer advice in the moment, proof an announcement, and discuss whether additional community outreach or action steps are needed and what those might be.

Commissioner Backlund asked if other communities have a rapid response team, and Goodloe said most cities have written statement the mayor reads right then when hate speech happens. Vancouver engages the community on a regular basis, but she is not aware of cities that have a rapid response team post-incident.

The DEI Commission would oversee a community engagement piece and Council would be invited to come to that.

There was the suggestion to create a list of places in the community and on campus that could be used if a gathering space is needed. There was discussion about whether those gatherings would be safe or if it is setting people up to be attacked again. Zoom could be an option too though it would have to be advertised and potentially could have additional Zoom bombers. That would provide an opportunity to model shutting bad behavior down.

Commissioner Carnell said the Commission won't be able to successfully protect everybody from this never happening. The Commission might put a plan together that might not get utilized for three years. Once it is put into action, there's opportunity to review how it worked and what needs updated. It is an ongoing learning lesson.

Commissioner Hoefer asked if the Rapid Response Team should decide situationally if community engagement is needed and how we keep a space safe.

The Commission also discussed placing language in the statement to encourage people to go to their safe spaces to be with their people of like minds and share their concerns instead of inviting people to something that is not theirs. Also include ways to connect in the statement, such as advertising a multicultural day or other upcoming events like a World Café.

Another suggestion was to have an electronic form that asks: If they would like to be invited to coffee to discuss the incident, if they would be open to talking about how it made them feel, or if they'd like to meet with someone to share how it impacted them. Check these if interested: Are you interested in a large group gathering to discuss and process the incident? Are you interested in knowing about upcoming events? It could help determine if there will be 3 people or 500 attending.

Goodloe liked the idea of a public space because it gives allies in the community an opportunity to verbalize support.

Carnell suggested drafting an initial response up and see what questions come out of that draft, thinking about an actual statement and action items. Include the Mayor's immediate response when it happens. Bring this to the March meeting for another discussion.

Goodloe, Divine, and Hoefer will work on a one pager, “If this, then this...” to bring to the March meeting. Klauss will need it by March 7 at the latest to get it in the agenda packet.

C. Unity Park Artwork

Klauss reported the Arts Commission is doing temporary artwork at Unity Park. All grade school students in Kittitas County are invited to submit artwork inspired by the question, “What does unity look like?” by March 1. Art must be submitted on the template provided. Each piece of art will be scanned and shared on the city’s website. A random drawing will select up to 15 pieces of work from each school to be printed on banners. These banners will be displayed on the temporary fencing around the park’s construction zone. The banners will then be given to the schools to display once construction is over.

Klauss asked the commission to discuss funding a banner (\$144+tax) and whether they want to fund permanent art. Colazo has served on the committee, and said the committee is trying to include the DEI Commission.

Commissioner Cleary was in favor of funding the banner but expressed concern about having the DEI Commission be responsible monetarily for all diversity stuff. Cleary said the arts commission should be looking with an eye on equity when they’re choosing permanent art. The Commission was in general agreement.

Commissioner Divine made a motion to fund one of the temporary art banners of “What does unity mean to you?” for \$144 plus tax. Commissioner Cleary seconded the motion. **Motion approved 7-0.** The funding will be taken out of the DEI Commission’s \$500 administrative budget.

D. Grant Discussion

Klauss reported the DEI Commission developed and launched its first grant program in 2023. The application period opened June 15, 2023, and closed July 31, 2023. The Commission awarded \$4,000 to four applicants for projects relating to diversity, equity, inclusion, and belonging in Ellensburg. The Commission increased the amount of grant funding available for 2024 to \$6,000. A report of the grant impacts was included in the agenda packet. Klauss asked whether the commission wanted to move up the grant timeline.

Commissioner Carnell said more time for review of submitted grant applications and decision would be nice.

The Commission agreed to move the DEI Grants timeline up to open for applications on March 1, 2024, and close on April 15, 2024. The Grants Subcommittee would review and have a recommendation available by May 9, 2024, to include in the May 14, 2024 DEI Commission agenda packet. Then the grants would go to City Council for approval at the May 20 or June 3 meeting. Once approved, contracts would be drawn up and

signed by the grantee and the City. That would give grantees six months for a project instead of three months.

There was a question about limiting who can apply, but it was determined that recipients from previous years can apply as is the case with other City grants.

There was discussion about capping the grants, but it was decided to add a question on the application about whether the applicant would be interested in receiving partial funding.

Goodloe said she liked the grant reports we received and like the format Sia Aronica used and suggested a standardized format for reports.

9. Staff Report

None.

10. Preview Next Meeting March 12, 2024

- Farmers Market Director
- Continuation of Rapid Response discussion
- Going to ask Central Transit Director to come talk about how routes are developed, how decisions about bus stops are made, all within the context of enabling people with disabilities to have an easier time using public transit.

April Meeting

- Jeremy Johnston: Comprehensive Plan Goals, Policies & Programs Discussion. Then invite back in May/June for edits.

Meeting adjourned at 4:40 p.m.

Nicole Klauss

Drafted: 2/15/2024

Approved: 3/12/2024