

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Meeting

March 12, 2024

3:00 PM

Council Conference Room & Zoom

1. Call to Order and Roll Call

Vice Chair Tylene Carnell called the meeting to order at 3:02 p.m.

Roll Call Present: Nancy Goodloe, Tylene Carnell, Amber Hoefer, Alex Mandujano, Mayra Colazo, and Kandee Cleary

Also present: Nicole Klauss, Public Information Officer (Recording Secretary); Denise Horton, Ellensburg Farmers Market; Ramona Bryant, League of Women Voters; and Betsy Dunbar, Transit Manager

Commissioner Colazo moved to approve the excused absence for Commissioners Divine and Backlund. Commissioner Mandujano seconded the motion. **Motion approved 5-0.**

2. Approval of the Agenda

3. Approval of Minutes from February 13, 2024, Meeting

Chair Goodloe moved to approve the minutes from the February 13, 2024, DEI Commission Meeting. Commissioner Colazo seconded the motion. **Motion approved 5-0**

4. Previous Meeting Motions And To-Do List Review

A. Introduced Denise Horton from Ellensburg Farmer's Market

The Commission discussed the idea for a multicultural day at the market with interim market manager Denise Horton. The Commission should brainstorm the event more and then reach out to Denise/the market to discuss and set it up. The market has room for 86 10-foot spaces. The market is very full and they try to bring in nonprofit tables when possible. The best times are early in May or late in October because they have more open space after farmers are done. October was suggested because CWU students will be here and Unity Park may be done by then. Colazo will connect with Divine to discuss further details.

B. 90-Day To-Do List Review:

- Plan Juneteenth event

Goodloe reported:

- Picnic In The Park set for Saturday, June 15 at Veterans Memorial; trying to get speakers
- Museum will be doing an exhibit
- Nicole will be working with Parks team to coordinate space

- Delano Palmer, Krechiere Jackson, and Lucinda Carnell added to the committee
- City will recognize Trans Day of Visibility
 - Carnell reported the proclamation was supported and will be read on March 18
- Develop an accessible onboarding program for new commission members
 - The subcommittee provided a recommendation for an orientation packet specific to DEI Commission to include:
 - Commission agendas and minutes from past six months
 - Commission goals
 - Commission contact sheet
 - Commission's annual report
 - Chapter 9 of the Comprehensive Plan
 - DEI Commission's spending plan and City's overall budget
 - A summary document of the commission's subcommittees, programs, and events
 - Nametag and business cards
 - Ordinance that created commission (suggested addition)
 - Original IDE Report (suggested addition)
 - Assign new commission members a mentor for 3 months.
 - Schedule a six-month check-in with Commission Chair and new member
 - Add Commission's documents to DEI webpage so easily accessible to all members
- Develop the strategies and partnerships to support diverse residents to apply to City boards to better reflect our diverse community
 - Carnell asked about methods of advertising openings. Klauss mentioned challenges with capturing FB Group posts for archiving as required by City.
 - Hoefer wants commission to have larger conversation beyond recruitment and getting people there, how do we make sure people feel welcome and heard and not just tokenized.
- CWU/City collaboration to engage students with off-campus resources
 - KCHN has a resource manual that is printed and shared on campus.
 - Mandujano visited various departments on campus and left messages. Will follow up.
- Continue World Café conversations and expand topics of
 - World Café committee had a meeting and finalized the questions.
- Develop partnerships for planning a multicultural event to celebrate the opening of Unity Park that focuses on music, food, dance, etc.
 - Need to identify representatives from Arts Commission & Parks Commission to get meeting set.
- Explore coalition partnership idea with the Dispute Resolution Center and others
 - Goodloe to check in with Carolyn in April.
- Meet with the Farmer's Market and Night Market organizers to discuss a multicultural day at the Farmers Market and possibly sponsoring vendors

- Interim market manager attended the meeting; Colazo and Divine need to meet to map out plans.
- Put listening tour data into a document for review, and discuss how to use the data
 - No updates. Want to have more listening tour before review data.

5. Liaison Reports

None.

6. Subcommittee Reports

Colazo reported the listening tour subcommittee had a meeting a few months ago and chatted about reaching out to APOYO for a Spanish speaking tour. The listening tour is being scheduled for April 2 or 3, and an interpreter is needed as Commissioner Mandujano cannot attend. Colazo would also like to have the listening tour guide translated and can help with that.

Colazo reported the Unity Park art subcommittee did not meet last month. Construction on the park has started. At the last DEI Commission meeting, the commission voted to fund one of the art banners.

7. Commission Member Reports

Goodloe reported on the CWU Diversity Awards:

- Commissioner Carnell received a community diversity award for impacting diversity and equity in our community (her second one).
- Commissioner Divine received a lifetime achievement award for her equity and justice work.

Carnell reported:

- 8-9 organizations have completed Safe Spaces training
- KC Youth is hosting their event on May 18 from 11-3 and anyone that serves youth should attend.

Colazo reported:

- CWDR has been in Kittitas County since 1981 and the current building lease is coming up in September. They are looking for an accessible building in the downtown area.

Hoefler reported:

- Attended the CWU Diversity Awards
- Could not attend the Juneteenth meeting
- Alternative Solutions through the Department of Health Services is a virtual tool that provides info for basic needs, health services support, legal support, employment services for cities and counties: [Alternative Solutions | DSHS \(wa.gov\)](#)
- Shared a link to find an interpreter: [Find an Interpreter or Translator - LTC \(wa.gov\)](#)

The Commission asked for someone to attend a future meeting to provide an update on the proposed Sleep Center. Klauss provided a brief update but will ask if the City Manager could attend a future meeting.

8. New Business

A. Transit Update

Transit Manager Betsy Dunbar provided a Central Transit about:

- How Central Transit connects to residential areas
- Central Transit offerings including paratransit and Dial-A-Ride
- Plans to make bus stops more ADA accessible. 33 bus stops and 9 bus shelters are on the ADA improvement plan for 2024.
- Shared success stories of riders

B. Rapid Response Discussion/Recommendation

Goodloe drafted the rapid response recommendation based on previous notes from minutes and conversations. Goodloe asked for input from the commission. Due to time and a desire to review the recommendation in depth, it was moved to the top of the April agenda for discussion.

9. Staff Report

Klauss reported:

- One applicant has applied for the vacancy, please share. Interviews will be conducted in late March
- Grants are open, please share the information with your networks.
- World Café marketing is out, please share. Facilitators are still needed.

10. Preview Next Meeting April 9, 2024

Move these to top of agenda:

- Rapid Response Recommendation
- Jeremy Johnston: Comprehensive Plan Goals, Policies & Programs Discussion

Meeting adjourned at 4:35 p.m.

Nicole Klauss

Drafted: 3/20/2024

Approved: 4/9/2024