

AGENDA DIVERSITY EQUITY & INCLUSION COMMISSION August 13, 2024

Hybrid Meeting In-person and via Zoom



Join via Zoom:

<https://us02web.zoom.us/j/89737882563?pwd=c1hycWlIK2FFMENyT1daV0dkcHg2Zz09>

Webinar ID

Webinar ID: 897 3788 2563

Passcode: 717948

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CITY OF ELLENSBURG
DIVERSITY EQUITY & INCLUSION COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Tuesday, August 13, 2024
3:00 PM - Regular Meeting

- 1. Call to Order and Roll Call of Members**
 - 1.A Welcome New Member - Serena Turney
 - 1.B Excused Absence for Amber Hoefer
- 2. Approval of Agenda (No Public Comment)**
- 3. Approval of Minutes from July 9, 2024**
 - 3.A Approval of Minutes from July 9, 2024
- 4. New Business**
 - 4.A Meet With Facilitator - Retreat Planning Discussions
 - 4.B Spending Plan Update
- 5. Previous Meeting Motions And To-Do List Review**
 - 5.A Previous Meeting Motions And To-Do List Review
- 6. Liaison Reports**
- 7. Subcommittee Reports**
 - 7.A Multicultural Day at The Market
 - 7.B Grant Update: Troutwater Unlimited DEI Fly Fishing Event
- 8. Commission Member Reports**
- 9. Staff Report**
- 10. Public Comment PUBLIC COMMENT RULES FOR ALL MEETING PARTICIPANTS**
 1. Each speaker's comments are to be limited to 3 MINUTES. 2. Speakers are cautioned not to engage in conduct that disrupts, disturbs or otherwise impedes the orderly conduct of the DEI Commission meeting. 3. Speakers may not identify themselves as candidates for elective public office or make any statements which assist or discuss the campaign of a candidate for elective office or discuss or campaign for or against a ballot proposition.
- 11. Preview Next Meeting: September 10, 2024**



For more information on the Diversity, Equity and Inclusion Commission, contact Public Information Officer Nicole Klauss at 509-925-8657.



Meeting Date: August 13, 2024

City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject:

Approval of Minutes from July 9, 2024

Submitted by:

Department:

City Manager

Suggested Motion/Action:

Review and approve the minutes from the July 9, 2024 DEI Commission Meeting.

Background/Summary:

Review and approve the minutes from the July 9, 2024 DEI Commission Meeting.

Previous Council Action:

N/A

Analysis:

N/A

Financial Impact:

N/A

Budget Adjustment: No

Attachments:

1. 7.9.24 DEI Commission Minutes

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Meeting

July 9, 2024

3:00 PM

Council Conference Room & Zoom

1. Call to Order and Roll Call

Chair Nancy Goodloe called the meeting to order at 3:02 p.m.

Roll Call Present: Nancy Goodloe, Phil Backlund, Tylene Carnell, Kandee Cleary, Teresa Divine, M. Eliatamby-O'Brien, Amber Hoefer, and Alex Mandujano.

Also present: Nicole Klauss, DEI Commission staff member; ESD liaison Rhonda Schmidt; applicant Claudia Wright; applicant Serena Turney via Zoom; and 2 members of the public online.

2. Approval of the Agenda

Commissioner Phil Backlund moved to approve the agenda. Commissioner Amber Hoefer seconded the motion. There was no discussion. **Motion approved 6-0.** (Commissioner Cleary had to step out of the room).

3. Approval of Minutes from June 11, 2024, Meeting

Commissioner Tylene Carnell moved to approve the minutes from the June 11, 2024, DEI Commission Meeting. Commissioner Phil Backlund seconded the motion. There was no discussion. **Motion approved 6-0.** (Commissioner Cleary had to step out of the room).

4. New Business

A. Klauss reported receiving a resume and retreat proposal from Sigrid Davidson. The proposal was outside of the Commission's budget, so the session topics needed to be cut down.

The Commission decided to ask the facilitator to lead a session on these topics.

- How we can better engage with the community using new tools
- How the commission works together within its own identities and how it can advise the Council accordingly; disrupting systems of harm

Klauss will connect with the facilitator to see what can be accomplished with \$1,400 (7 hours of work total including prep time). The retreat budget is \$1,600 total and \$200 will be reserved for refreshments and supplies. Staff will facilitate the updating goals session at the retreat.

B. Unity Park Grand Opening

The Unity Park grand opening planning committee has met twice so far. They want to build a schedule with performers on the stage and things happening around different areas of the park.

Commissioner Carnell said the Ida Nason Aronica Elementary School previously had a cultural fair and she is reaching out to the organizers of that events for contacts. Commission members provided ideas. There was a suggestion to reach out the Central Washington University Diversity and Equity Center for student involvement. Commissioner Divine has a list of organizations that had booths at CWU's Day of Action. Commissioners should send contacts or additional ideas to Carnell.

Klauss said the DEI Commission has \$1,500 in their budget for the event that could be used toward performers.

5. Previous Meeting Motions and 90-Day To-Do List Review:

Goodloe reported:

- The Juneteenth event was a success and a good start. The planning committee met to evaluate the event and talk about next year. There is a commitment to do it again.
- World Café: The City Manager is going to set up meeting with the new school superintendent. The goal is to hold a World Cafe at the Ellensburg School District and target students and parents, sometime in late October or early November.
- Goodloe is having lunch with Carolyn Thurston and will see if the opportunity is still there to partner with the Dispute Resolution Center.

6. Liaison Reports

Rhonda Schmidt, Ellensburg School District liaison, reported:

- ESD is still waiting on the Department of Justice report to come back. It will be reported on in the future
- ESD is updating its procedures around bullying, intimidation, harassment, how it deals with incidents when they occur, and what it is doing to prevent incidents.
- ESD is updating its strategic plan next year.
- ESD has some research about diversity in schools, which could be available for a future presentation to the commission.
- The staff training sessions this year will be about supporting LGBTQIA students, mindfulness in schools, substance abuse in students and dialectical behavioral therapy skills.

Commissioner Carnell brought up youth homelessness and the need to somehow talk about this.

Commissioner Hoefer asked about data availability on representation/identities of teachers. Schmidt said it is self-reported through the Office of Superintendent of Public Instruction with their certificates.

7. Subcommittee Reports

Goodloe reported:

- The Listening Tour Subcommittee lost some members. Carnell is joining the group.
- The goal with the listening tours is to go to where the groups are, and the subcommittee may consider looking at new questions for collecting better data.
- Goodloe wants to meet with the subcommittee to get started on the planning piece for the rest of the year.

Commissioner Mandujano and Backlund went to CWU and made some important connections with groups on campus for listening tours. There may be opportunities to connect with students in the fall. Commissioner Cleary suggested connecting with the CWU BIPOC staff group and the leadership group.

Commissioner Eliatamby-O'Brien is willing to be a part of the conversation about refining language use.

Commissioner Carnell said there is a one pager which outlines the process and questions, so the subcommittee could build on that. Carnell suggested adding a question asking if anyone has participated in a listening session before.

8. Commission Member Reports

Commissioner Carnell reported she stepped down from Helen House and will be coming in with a different lens. She is still with Central Washington Justice For Our Neighbors.

9. Staff Report

Klauss mentioned the agenda packet included correspondence from KEEN regarding the grant.

10. Public Comment

Theresa Plue provided public comment.

Preview Next Meeting August 13, 2024

The meeting will stay on the schedule for now, but if there is no business, the chair will cancel it.

Meeting adjourned.

Nicole Klauss

Drafted: 7/16/24

Approved:



Meeting Date: August 13, 2024

City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject:

Meet With Facilitator - Retreat Planning Discussions

Submitted by:

Department:

City Manager

Suggested Motion/Action:

Please be prepared to provide input to our facilitator about the questions below.

Background/Summary:

The Commission is hiring Sigrid Davison to facilitate a portion of the September 13 DEI Commission Retreat. Sigrid will be facilitating these two discussions:

- How the commission works together within its own identities and how it can advise the Council accordingly; disrupting systems of harm
- How we can better engage with the community using new tools

Sigrid is attending the August 13 DEI Commission meeting to get some additional information from the commission to make sure the exercises at the retreat accomplish your goals.

Exercise #1: How the commission works together within its own identities and how it can advise the Council accordingly; disrupting systems of harm

What examples or concerns have you observed when it comes to experiences with identities?

Please think about examples/successes/frustrations when it comes to advising the Council. Why are you interested in better ways to advise the City Council? What are you seeing?

Exercise #2: How we can better engage with the community using new tools

Where do you think you are at in the process? What do you believe or know?

Additional questions:

How much time are you willing to put into retreat preparation beforehand? Are you willing to do homework and if so, how much time can you commit?

Previous Council Action:

At the July meeting, the DEI Commission narrowed the scope of the retreat and decided to spend up to \$1,400 on a facilitator.

Analysis:

Come prepared to discuss the above questions.

Financial Impact:

N/A

Budget Adjustment: No

Attachments:

None



Meeting Date: August 13, 2024

City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: Spending Plan Update
Submitted by:
Department: City Manager

Suggested Motion/Action:

Listen to an update on the 2024 Spending Plan from staff.

Background/Summary:

The DEI Commission started 2024 with \$15,200, some of which was a carryover from the 2023 budget. The total spent to date has been \$8,203.19. The remaining balance is \$6,996.82 for the rest of the calendar year (see below for previously approved allocations). We will not be able to carry over a balance this year as it will be a new two-year budget cycle.

The City Manager is requesting \$10,000 for the DEI Commission for each year in the 2025-2026 budget cycle, but that could change depending on the City Council's decisions. Chair Goodloe wants to get a group together after the retreat to come up with a proposed spending plan for 2025, which will be presented to the DEI Commission and would then have to go before the City Council for approval.

Balances not yet used include:

- World Cafe Remaining: \$1,850
- Human Library: \$500
- BIPOC business days \$550
- Listening Tour Remaining: \$150.14
- Unity Park Opening \$1,500 (being allocated for performers - will likely spend in full)
- Farmers Market Multicultural Day (\$500)
- Admin Remaining: \$346.97
- Retreat: \$1,600 (\$1,400 allocated for facilitator, rest for supplies and refreshments)

Previous Council Action:

N/A

Analysis:

This is an update only, no changes at this time.

Financial Impact:

Update only.

Budget Adjustment: No

Attachments:

1. 2024 Spending Plan
2. 2024 Expenses

2024 DEI Commission Budget Projections

	A	B	C
1	REVENUE		
2	City Budget		
3			
4	EXPENDITURES		
5			
6	EVENTS		
7			
8	Annual Retreat		\$300
9	\$ moved to pay for a facilitator (from 3rd world café)		1300
10			
11	WORLD CAFÉ 1		\$1,300
12	WORLD CAFÉ 2		1300
13			
14	JUNETENTH		\$500
15			
16	UNITY PARK OPENING		\$1,500
17			
18	Far. Mkt. Multicultural Day		\$500
19			
20	Total EVENTS		\$6,700
21			
22	PROGRAMS		
23			
24	LISTENING TOURS (4)		200
25			
26	BIPOC Business Days		550
27			
28	Dispute Res. Partnership		
29			
30	Human Library		500
31			
32	Pizza Klatch		\$750
33			
34	Total PROGRAMS		\$2,000
35			
36	GRANTS		\$6,000
37	Total GRANTS		\$6,000
38			
39	ADMIN. COSTS		\$500
40	Total ADMINISTRATIVE		\$500
41			
42	Total Projected Expenditures		\$15,200

Purchase	Date	Vendor	Category	Amount	
Nametags	3/20/2024	Amazon	World Café	\$	5.89
Interpretation	4/13/2024	Centerpoint Language Services	World Café	\$	410.74
Daily Record Ad World Café	4/9/2024	Ellensburg Daily Record	World Café	\$	165.00
CWU Observer Ad World Café	4/2/2024	CWU Observer	World Café	\$	155.00
A-frame posters	4/4/2024	UPS Store	World Café	\$	13.66
Coffee & cronuts	2/1/2024	D&M Coffee	Listening Tour	\$	49.86
Pizza Klatch		Pizza Hut/ Reimbursing Helen			
Grants	Various	House	Pizza Klatch		\$750
	6/3/2024	Various	Grants	\$	6,000.00
Juneteenth flags	5/15/2024	Amazon	Juneteenth		\$154.40
		Reimbursed Delano for picking up Andre - had to go over and back			
Juneteenth speaker mileage	6/25/2024	2x.	Juneteenth		\$300.16
					Total was \$128.50 (put us over budget so pulled from Admin)
Juneteenth printing expenses	7/1/2024	City of Ellensburg	Juneteenth		\$45.44
Juneteenth printing expenses	7/1/2024	City of Ellensburg	Admin		\$83.06
Orientation binder for 2 new commission members (binders & dividers)	8/5/2024	Jerrols	Admin	\$	25.97
Translation for Hispanic/LatinX Heritage Month Proclamation		Dynamic Language	Admin		\$44
			Total spent	\$	8,203.18
			Remaining Balance	\$	6,996.82
Balances not used yet					
World Café Remaining		\$1,850			
Human Library		\$500			
Bipoc business days		\$550			
Listening Tour		\$150.14			
Unity Park Opening		\$1,500			
Farmers Market Multicultural Day		\$500			
Juneteenth remaining		\$0			
Admin remaining		\$346.97			
Retreat		\$1,600			

Did not end up spending \$144 on Unity Park art banner; came out of parks funds.



Meeting Date: August 13, 2024

City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject:

Previous Meeting Motions And To-Do List Review

Submitted by:

Department:

City Manager

Suggested Motion/Action:

Background/Summary:

Previous Meeting Motions:

Commissioner Phil Backlund moved to approve the agenda. Commissioner Amber Hoefer seconded the motion. There was no discussion. **Motion approved 6-0.** (Commissioner Cleary had to step out of the room).

Commissioner Tylene Carnell moved to approve the minutes from the June 11, 2024, DEI Commission Meeting. Commissioner Phil Backlund seconded the motion. There was no discussion. **Motion approved 6-0.** (Commissioner Cleary had to step out of the room).

To-Do List Review:

- Develop the strategies and partnerships to support diverse residents to apply to City boards to better reflect our diverse community **(Phil & Nicole)**
- CWU/City collaboration to engage students with off-campus resources **Lucinda & Nancy**
- Continue World Café conversations and expand topics of discussion **Lucinda, Nancy, Alex, & Kandee**
- 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**
- Explore coalition partnership idea with the Dispute Resolution Center and others **Amber, Nancy, & Phil**
- 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**
- Put listening tour data into a document for review, and discuss how to use the data **Phil & Alex**

Previous Council Action:

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:

None



Meeting Date: August 13, 2024
City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject:

Grant Update: Troutwater Unlimited DEI Fly Fishing Event

Submitted by:

Department:

City Manager

Suggested Motion/Action:

Report only.

Background/Summary:

All grant recipients have been notified and paperwork has been completed. The Troutwater Unlimited event has already taken place. Please see the attached report on the impact of the event.

Previous Council Action:

The DEI Commission previously awarded \$500 to Troutwater Unlimited for their DEI Fly Fishing free event for women, BIPOC, and LGBTQIA+ community members.

Analysis:

N/A

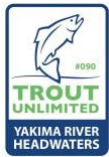
Financial Impact:

N/A

Budget Adjustment: No

Attachments:

1. Yakima River Headwaters Chapter of Trout Unlimited DEI Fly Fishing Event Report



Yakima River Headwaters Chapter of Trout Unlimited DEI Fly Fishing Event Report

On June 16th, 2024, the Yakima River Headwaters Chapter of Trout Unlimited hosted a FREE fly fishing clinic for women, BIPOC and LGBTQIA+ community members. We had room for 20 people and ended up taking 23 total participants and 8 volunteer presenters and casting mentors and 1 professional guide that we paid a stipend for teaching and mentoring at the event. He also spoke fluent Spanish. We provided all the gear, and refreshments for the event.

The event was held at Carey Lakes out on the grass area by the first lake and we also utilized the Yakima River for casting into water and held an educational hike along the river with Aimee Taylor (fish biologist) presenting facts about aquatic life, reading water and fish habitat.

The event was 4 hours and jam packed with information including all the following:

**How to assemble a fly-fishing rod and run the fly line through it. ** Fly selection
**Casting basics **Casting practice **Water and fishing safety - use of PFDs
**Personal safety when fishing alone **Catch and release – single barbless hooks
**Know the water where you fish and the WDFW regs – use WA Fish app **How to
approach the water when others are fishing – etiquette while fishing on land or from
a boat **Opportunities to fish and find cheap gear ** Q&A time**

The DEI grant from City of Ellensburg was used to Pay a \$300 stipend to professional guide from Red's Fly Shop, who is Hispanic and speaks fluent Spanish, giving us the opportunity to offer the clinic is Spanish and encourage our Latino community members to attend without worry of language barrier. The grant was also used to purchase some fly-fishing leaders and tippet which was needed for the 23 rods we used in the clinic. We also used funds for the refreshments. Everything was paid directly by the chapter initially until reimbursement can be paid from the grant.

We recognized the City of Ellensburg by verbally sharing with the attendees the \$500 grant for the event from the City. This impacted the 32 people in attendance letting them know that our City supports diversity and is welcoming to all. Six of the attendees were from the Seattle area, and a few others were from surrounding communities, Yakima and Cle Elum. We recognized the City of Ellensburg grant in our July Chapter newsletter article, which can be found here:

<https://mailchi.mp/a478d0ed3363/look-what-were-doing-this-year-join-us-13782580>

and in the July Washington State Council newsletter under "SPOTLIGHT ON CHAPTERS & AEG" describing the event found here: <https://conta.cc/3xY8How>

The state newsletter has a distribution of 5000 members and supporters around the state. City of Ellensburg was portrayed as a welcoming community for all supporting diversity through their DEI commission. Attached are photos, the articles from both newsletters and the original flyer for the event.

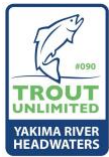
Yakima River Headwaters Trout Unlimited Chapter #090

PO Box 255

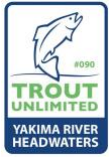
Roslyn WA 98941-0255



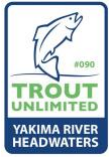
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Roslyn WA 98941-0255



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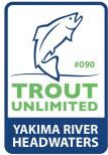
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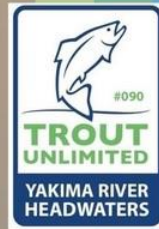


Yakima River Headwaters Trout Unlimited Chapter #090
PO Box 255
Roslyn WA 98941-0255



Empowering Diversity in Fly Fishing: A FREE Instructional Event*

June 16, 2024
1:00-5:00 PM
Irene Reinhart Riverfront Park,
Ellensburg WA



TU will provide:

- All gear
- 2:1 Instruction
- Refreshments
- Community!

*We are reserving 90% of the space in this clinic for women, BIPOC, and LGBTQIA+ attendees

*Instruction in Spanish is available

Register by 6/5 at: <https://tu.myeventscenter.com>
Search "Ellensburg" or scan the QR code



Flyer for the Event

Yakima River Headwaters Trout Unlimited Chapter #090
PO Box 255
Roslyn WA 98941-0255