

AGENDA DIVERSITY EQUITY & INCLUSION COMMISSION

November 12, 2024

Hybrid Meeting In-person and via Zoom



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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, November 12, 2024
3:00 PM - Regular Meeting**

- 1. Call to Order and Roll Call of Members**
- 2. Approval of Agenda** (No Public Comment)
- 3. Approval of Minutes**
 - 3.A Approval of Minutes from October 8, 2024 DEI Commission Meeting
- 4. New Business**
 - 4.A Review Draft Annual Report
 - 4.B 2025 Goals
 - 4.C Review Draft Spending Plan
 - 4.D Revisit Listening Tour Policy
- 5. Liaison Reports**
- 6. Subcommittee Reports**
- 7. Commission Member Reports**
- 8. Staff Report**
- 9. 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.
- 10. Preview Next Meeting: December 10, 2024**



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



Meeting Date: November 12, 2024
City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: Approval of Minutes from October 8, 2024 DEI Commission Meeting

Submitted by:

Department: City Manager

Suggested Motion/Action:
Review and approve the minutes from the October 8, 2024 Diversity, Equity & Inclusion Commission Meeting.

Background/Summary:
Review and approve the minutes from the October 8, 2024 Diversity, Equity & Inclusion Commission Meeting.

Previous Council Action:
N/A

Analysis:
N/A

Financial Impact:
N/A

Budget Adjustment: No

Attachments:
1. 10.8.24 DEI Commission Minutes

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Meeting

October 8, 2024

3:00 PM

Council Chambers & Zoom

1. Call to Order and Roll Call

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

Roll Call Present: Nancy Goodloe, Phil Backlund, Amber Hoefer, Alex Mandujano, Tylen Carnell, and Serena Turney. M. Eliatamby-O'Brien was traveling and connected to the meeting about halfway through due to internet stability issues.

Also present: Nicole Klauss, DEI Commission staff member; Heidi Behrends Cerniwey, City Manager; Ramona Bryant, Kittitas League of Women Voters; CWU liaison Charlita Shelton; and 2 members of the public.

Commissioner Tylen Carnell moved to approve an excused absence for Teresa Divine, Kandee Cleary, and M. Eliatamby-O'Brien. Commissioner Phil Backlund seconded the motion. There was no discussion. **Motion approved 5-0.**

Commissioner Eliatamby-O'Brien was not yet at the meeting.

2. Approval of the Agenda

Commissioner Phil Backlund moved to approve the agenda. Commissioner Alex Mandujano seconded the motion. There was no discussion. **Motion approved 5-0.**

Commissioner Eliatamby-O'Brien was not yet at the meeting.

3. Approval of Minutes from August 13, 2024, Meeting and September 13, 2024 DEI Commission Retreat

Commissioner Tylen Carnell moved to approve the minutes from the August 13, 2024, DEI Commission Meeting and the September 13, 2024 DEI Commission Retreat.

Commissioner Alex Mandujano seconded the motion. There was no discussion. **Motion approved 5-0. Commissioner Eliatamby-O'Brien was not yet at the meeting.**

4. New Business

A. Ellensburg Academy

City Manager Heidi Behrends-Cerniwey talked about the upcoming Ellensburg Academy on October 24, 2024 and invited commission members to attend.

Commissioner Backlund asked about future topics. Commissioner Carnell asked about a virtual option; at this time there is no virtual component.

B. Retreat Debrief

Commission members expressed they were happy about the retreat, the external facilitator was helpful, and it was a good opportunity to humanize each other. The next steps are to finalize 2025 goals.

Goodloe said one of the ideas that was discussed was connecting with Council in a more meaningful way.

November's meeting will include discussion of goals for 2025 and review of the proposed spending plan. Goodloe, Vice Chair Carnell, and the city staff met as the executive committee for development of the meeting agenda and will do so regularly.

Goodloe asked that the commission send a thank you card to the retreat facilitator.

C. Unity Park Celebration Recap

Klauss provided an update that the Unity Park grand opening celebration took place and was well attended. Goodloe said it was clear the speakers and performers were on board with the mission the DEI Commission wants to accomplish at the park. Klauss shared a thank you note from Yellowash of the Yakama Nation.

Goodloe said the City Council saw a mockup of the art piece that was selected for Unity Park and it brings everything together with the community and the environment. It will be ready to unveil next June.

D. Annual Report to Council

Klauss discussed the upcoming annual report being due to present to Council at the December 2 meeting. Klauss asked for assistance with the report. Carnell, Backlund, and Turney indicated they would work on a draft report to be reviewed at the November DEI Commission meeting. Klauss will send Carnell the list of accomplishments.

5. Liaison Reports

CWU liaison Charlita Shelton reported the quarter has started at CWU and they've been welcoming the affinity groups. The LGBTQ+ student reception was well attended. Shelton introduced Dr. Raymond Reyes who was previously a chief diversity officer at Gonzaga. Reyes will be helping with some workshops at CWU.

Klauss read two brief updates that were emailed in from other liaisons: The Ellensburg Downtown Association partnered with Alex Mandujano to translate some of their fall programming into Spanish, ensuring greater accessibility for the community. The Ellensburg School District is working with their anti-bullying consultant to figure out if November 16 will work for a World Café event.

6. Subcommittee Reports

The Listening Tour Subcommittee reported holding a listening tour with a group of about a dozen Nepalese residents and they will fill out the recap form soon. They are in the process of scheduling three more listening tours for the fall.

Backlund introduced the new listening tour questions and moved to accept the new policy document. There was no second.

Goodloe opened discussion about the reason for the change. The group is going to take one more look at the policy document, questions, and statement read ahead of the listening tour session, and will provide suggested changes to Backlund ahead of the next meeting. It will be on the November agenda for consideration.

The Commission held a discussion about appropriate response when someone shares an incident that is emotional or traumatic. They discussed providing resources such as the KCHN resource guide and possibly a pared down version of resources.

7. Commission Member Reports

There were no commission member reports.

8. Staff Report

Klauss reported:

- Please check your email regularly. Stick to using email communications for public records retention.
- There are currently vacancies on the: Environmental Commission (1), Landmarks & Design Commission - (1 - professional), LEOFF 1 Disability Board (2), Library Board (1), Parks and Recreation Commission (2), Planning Commission (1), Public Transit Advisory Committee (1), and Utility Advisory Committee (1 - telecommunications utility customer). Encourage your networks to consider applying.
- Save the date for the Human Library: Saturday, October 19, 2024 from 2-6 p.m. at the Hal Holmes Community Center.

9. Public Comment

Chair Goodloe called for public comment.

Jeff Watson with Yakima Valley Conference of Governments talked about the Switch Your Trips program which encourages people to get out of single occupancy vehicles in the month of October. People who complete and log 10 trips using a qualifying alternate travel option can be entered to win a prize. Visit switchyourtrips.com for more info.

Next Meeting November 12, 2024

Topics: 2025 Goals and budget discussion, revisit Listening Tour policy, and review the 2024 Annual Report To Council.

Meeting adjourned at 4:13 p.m.

Nicole Klauss

Drafted: 10/10/24

Approved:



Meeting Date: November 12, 2024
City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: Review Draft Annual Report
Submitted by:
Department: City Manager

Suggested Motion/Action:
Review the draft report and provide any edits. Make a motion to approve sending the report to City Council.

Background/Summary:
The DEI Commission is required to provide an annual report to the Ellensburg City Council about commission activities. Klauss will be giving the report at the December 2, 2024 City Council meeting.

Previous Council Action:
None.

Analysis:
Review the draft and provide suggestions or edits.

Financial Impact:
None

Budget Adjustment: No

Attachments:
1. Diversity Equity and Commission 2024 Annual Report



Diversity, Equity & Inclusion Commission 2024 Annual Report

A Year of Progress:

Throughout 2024, the Commission embarked on a transformative journey, culminating in a series of impactful initiatives aimed at fostering community engagement, equity, and inclusivity in Ellensburg. The year began with the adoption of a comprehensive spending plan, providing a robust framework for the Commission's activities and priorities.

As part of its commitment to inclusivity, the Commission updated the questions for its Listening Tours, ensuring that they resonated with the diverse voices within the community. These tours facilitated meaningful conversations with various populations, enhancing the Commission's understanding of local needs and aspirations.

Collaboration was one of the cornerstones of the Commission's approach. Partnerships were strengthened with key organizations, including Central Washington University, the Ellensburg School District, and the Ellensburg Downtown Association. These collaborations not only enriched the Commission's outreach but also resulted in a vibrant Juneteenth celebration that brought the community together to honor history and culture.

In its commitment to support local projects, the Commission developed a grant process for 2024 and awarded \$6,000 to seven deserving applicants. The grants funded a range of projects, including the Ellensburg Bail Fund's video project addressing the history of bail funds and their role in dismantling racism, and the Eastside Opportunity Center's "What's Cooking" classes aimed at promoting healthy eating on a budget. Other recipients included the Kittitas Environmental Education Network, CWU EthicsLab, Gallery One, Helen House, and Trout Unlimited, each contributing uniquely to the community's growth and inclusivity.

The Commission also took strides in recognizing the importance of diverse heritages and identities through the creation of multiple proclamations recognizing monthly observances. Celebrating significant months such as National Black History Month, Hispanic/Latinx Heritage Month, and LGBTQ Pride Month, the Commission sought to honor the rich tapestry of the community. Additionally, social media campaigns highlighted observances like Martin Luther King Day and Indigenous Peoples' Day, fostering awareness and dialogue among residents.

In a proactive move to enhance public engagement, the Commission discussed the establishment of a rapid response team and advocated for the restoration of virtual public comments on non-agenda items, ensuring that every voice could be heard. This commitment to



transparency was complemented by the onboarding of two new members, enriching the Commission's diversity and perspectives.

April 2024 marked a significant milestone with the hosting of the World Café: Campus & Community Dialogue at Central Washington University, bringing together approximately 25 attendees to share insights and foster collaboration. Members also contributed to community events by serving on subcommittees, such as the Unity Park Grand Opening Celebration and the Transportation Safety Action Plan Vision Zero Task Force, reflecting the Commission's dedication to holistic community well-being.

The year also saw a partnership with Helen House helping fund the Pizza Klatch program at Ellensburg High School, providing a safe and inclusive space for SOGIE youth and allies. With attendance reaching an impressive average of 27 students per week, this partnership highlighted the Commission's commitment to youth engagement.

As 2024 drew to a close, the Commission's efforts culminated in support for the fall Human Library event at Hal Holmes, partnering with CWU EthicsLab to facilitate storytelling sessions that deepened community through real-time connections.

The narrative of the Commission's 2024 journey is one of growth, collaboration, and a steadfast commitment to building an inclusive community. Through its various initiatives, the Commission not only enhanced the lives of individuals but also forged a path toward a more equitable future for all in Ellensburg.



Meeting Date: November 12, 2024
City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: 2025 Goals
Submitted by:
Department: City Manager

Suggested Motion/Action:

Complete the 2025 goal exercise to prioritize commission activities. Please come ready to discuss a few priorities for 2025. Spending plan will need to match priorities.

Background/Summary:

The commission has previously tied the spending plan to commission goals. Please review the list of goals and bring suggestions for 2025 (1-year) goals. They can be new suggestions or from this existing list.

Previous Council Action:

N/A

Analysis:

N/A

Financial Impact:

Goals may impact spending plan decisions

Budget Adjustment: No

Attachments:

1. 2025 Goals Exercise

2025 Goal Exercise

Moved ongoing activities to “ongoing” section. Moved previous 1-year goals to 3-year so we can decide what our 1-year goals will be for 2025. Identify 3-4 goals for 2025. Are there things on the 1-year list that need to be captured in the spending plan (next agenda item)?

Core focus of DEI Commission (in our own words)

- Expand collaboration to advance DEI issues with a broad view and definition of community
- Educate and engage around DEI issues through an equity lens
- Facilitate community conversations around lived experiences to enhance belonging
- Identify where the gaps are and facilitate action for greater inclusion
- Hold mirror to community to provide awareness of DEI issues
- Assess and monitor pulse of the community and use data to understand and guide programming

10 Year (infinity) Goals

- Engagement by diverse groups of people and different activities
- All people in Ellensburg feel represented in City spaces
- Full spectrum community center for inexpensive activities; multi-cultural center
- Community oversight committee
- Enhanced education and tools to report bias/hate crime incidents with services and support for victims and targeted populations
- More diverse community reflection in places where decisions are made
- Diversity is celebrated; businesses will acknowledge Black History Month, accessibility and Black, Indigenous, and People of Color (BIPOC) celebrations downtown

3 Year Goals

- Commission becomes size to reflect diversity in community
- BIPOC business support, workshops, and more diverse shopping/businesses
- More diverse vendors at the Ellensburg Farmers Market and Night Market
- A broader range of community celebrations, concerts, art, and other cultural ethnic events and increased community participation/engagement in cultural events
- Develop an effective communication plan to support commission activities
- DEI Commission fosters ongoing relationships with other City commissions
- Support Pride event every June
- Full-time staff support/event planning for DEI Commission
- Use data in decision making
- Black History Month celebration by the City
- Continue listening tours and create feedback loop for participants

- Continue visits with other City boards and commissions to build partnerships
- Develop a BIPOC Business Day
- Put a structure in place to be able to use data
- Continue to support the Human Library
- Expand BIPOC participation in civic education programs (Ellensburg Academy)
- Meet with the Farmer's Market and Night Market organizers to discuss a multicultural day at the Farmers Market and possibly sponsoring vendors
- Put listening tour data into a document for review, and discuss how to use the data

1 Year Goals

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-
-
-

90-Day Goals

-

Ongoing (Activities that are ongoing annually)

- Continue grant program
- Building a relationship with Liaisons
- Continue to support proclamations and recognitions
- Hold another Belonging In The Burg event in partnership with ESD & CWU
- Juneteenth celebration
- Continue listening tours and create feedback loop for participants

Parking Lot:

Approved on: (date)



Meeting Date: November 12, 2024
City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: Review Draft Spending Plan
Submitted by:
Department: City Manager

Suggested Motion/Action:
Review and approve the draft spending plan to send to Council.

Background/Summary:
The draft spending plan needs to be approved at this meeting so it can be presented to City Council at the December 2, 2024 meeting with the annual report.

Previous Council Action:
N/A

Analysis:
The executive committee (chair, vice chair, and staff) put together the draft spending plan based on the \$10,000 budget available in 2025.

Financial Impact:
\$10,000 is available in 2025.

Budget Adjustment: No

Attachments:
1. 2025 Proposed Spending Plan

REVENUE		Proposed 2025 Spending Plan		For reference, here's what we spent in 2024
DEI Commission Budget	\$10,000			15200 (we had more from carryover from previous year. No carryover allowed because new budget cycle).
EXPENDITURES				
EVENTS				
World Café 1 (Partnering with ESD)		\$600		Original budget was \$1,300 per café, but we reduced it from 3 cafes to 2, and then only spent \$750.29 since we had one. Held at CWU and CWU covered food costs. We paid for interpretation, ads in Daily Record and CWU Observer, posters, and nametags
World Café 2		\$1,100		
Juneteenth		\$400		Ended up spending \$583 on event. Had to pull \$83 from admin for printing since we only budgeted \$500
Multicultural Day At The Market &/or at Unity Park		\$400		\$0, reallocated to other events
Total Events		\$2,500		
PROGRAMS				
Listening Tours		\$400		Budgeted \$200. Spent \$108.69 to date, but additional listening tours are planned before end of year
Pizza Klatch		\$1,000		\$1,350
Total Programs		\$1,400		
GRANTS		\$5,000		\$6,000
Total Grants		\$5,000		
ADMIN. COSTS		\$300		\$161.33 (not including the additional \$83 we pulled for Juneteenth printing). Translation, orientation binders, and nametags.
Total Administrative		\$300		
RESERVE				
For new events/programs		\$300		
Total Reserve		\$300		
RETREAT		\$500		\$1,595.20 for retreat facilitator, refreshments, and supplies
Total Retreat		\$500		
Total Projected Expenditures		\$10,000		



Meeting Date: November 12, 2024

City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject:

Revisit Listening Tour Policy

Submitted by:

Department:

City Manager

Suggested Motion/Action:

Review and approve the updated Listening Tour Policy & Process document.

Background/Summary:

The Listening Tour subcommittee recommended changing the questions for listening tours. The new questions proposed are in the attached document. At the October 8, 2024, DEI Commission meeting, commission members reviewed the documents. Klauss sent the pre-session statement out on October 22. Commission members were asked to provide additional feedback to Backlund ahead of the November meeting; Backlund reported none was received.

Previous Council Action:

N/A

Analysis:

N/A

Financial Impact:

N/A

Budget Adjustment: No

Attachments:

1. Listening Tour policy&process 2-12-20 draft 3
2. Listening Tour Question Update

DEI Subcommittee Guidelines and Policy Recommendations
for
Conducting Listening Tours

Introduction

With the formation of the Diversity, Equity and Inclusion Commission (2021), the Ellensburg City Council validated the need for and the use of the Listening Tour format to continuously hear the priorities, concerns, needs, etc. of marginalized populations in Ellensburg. Persons from these groups bring invaluable talents, skills and perspectives to the workforce, the culture, and the economy of the city on a daily basis but have historically been omitted from city discussions and decisions where the future of this community is concerned. It is the desire of the City Council that these groups be heard, be involved, and be recognized as part of the city. Toward this end, the DEI Commission will continue to use listening tours and various other methods so that city government as well as the people of Ellensburg become more aware of the place and value of the diversity of populations that contribute to this rapidly growing and changing community.

This document outlines the policies, procedures and guidelines to be used by the DEI Commission Listening Tour subcommittee to continue to hear these voices, to ensure a connection between the city and the marginalized communities, and to provide written reports and recommendations from these listening sessions to guide the DEI work going forward. If done well, these sessions will help gauge the changes that are happening in the community as a result of our work as well as help us better understand how the needs of these populations are changing.

The DEI Listening Tour subcommittee will be responsible for conducting this work. The subcommittee will consist of three DEI Commission members, one of which will serve as chair and will be appointed by the members of the subcommittee. Other members of the DEI Commission may also participate in the listening sessions to support the work of the subcommittee. (See Implementing the Listening Tour sessions).

Responsibilities of the Chair

- *Call meetings of the subcommittee and keep the listening tour work moving forward.
- *Keep the DEI Commission updated and informed on the work of the subcommittee.
- *Coordinate with subcommittee members to an annual plan that will identify the number of Listening Sessions to be conducted each year, the schedule for the sessions, and the identification of the marginalized groups that will be invited to participate. Present this plan to the DEI Commission for approval.
- *Coordinate with staff in the development of this plan.
- *Assign tasks to subcommittee members to help organize listening tour sessions identified on the plan.
- *Coordinate with staff and subcommittee members on a strategy to contact and invite participants for each listening session.
- *Coordinate with staff to acquire meeting sites for the sessions. (Option: decide that sessions will be held at city hall. This makes it easier for staff to schedule the meeting places).
- *Ensure that written reports after each session are submitted to the chair in a timely fashion for chair review.
- *Format and develop the final listening session report from the subcommittee reports.
- *Submit the final report in a timely manner to staff for placement on a DEI Commission agenda for discussion.
- *Coordinate with staff to develop a method/process for tracking input from each listening tour group, that can be included in a DEI Commission final report to City Council each year. Utilize past reports to compare and contrast results.
- *Coordinate with staff when new members of the DEI Commission would like to observe a listening session and be trained to participate in this work. Report to staff when this training is complete.

Responsibilities of the Subcommittee members

- *Assist the chair in developing the annual work plan for the Subcommittee.
- *Attend listening sessions and take notes to capture the important ideas, needs, recommendations and suggestions that you hear during the listening session.

*Develop a report on what you heard at the listening session and present it to the chair within the timelines indicated below.

*Assist the Chair in developing the final report that will go to the DEI Commission.

Implementing the Listening Tour sessions

*At least two Commission members will be present at each listening session (three is preferred). The Chair of the Listening Tour subcommittee will coordinate with staff to identify who will conduct the session, where the session will be held, and the timeframe for the session. (Subcommittee chair will not always be able to attend a listening session and will assign a chair for the session).

*Members of the DEI Commission are trained by members of the Subcommittee who have experience in doing listening sessions. Before a Commission member may actively participate in a listening session, they shall have observed Subcommittee members conducting at least one listening session.

*The recommended length for a Listening Tour Session is one hour; depending on number of participants, this time could go longer. It is highly recommended that sessions not exceed 1.5 hours in length.

*At least four members of the public are required as participants in each listening tour session, with 10 members being the maximum number.

Protecting the Confidentiality and Anonymity of the Participants

*Listening tours should be conducted under standards used to protect individual privacy rights. Such standards are supported by the Washington State Human Subjects Review Board which currently exists within the Washington State Department of Social and Health Services <https://www.dshs.wa.gov/ffa/human-research-review-section>. The methods of the subcommittee should be influenced by those of the state human subject board, and also be vetted and approved by the Ellensburg City Attorney. **This needs discussion.**

*Only participant first names will be used in the session.

*Subcommittee members will not record participant names and will not share participants names with anyone outside of the listening tour sessions

*Unless special arrangements have been made to have parents understand and sign parental permission forms, the participants of listening tours should be 18 years of age and older. During listening tour sessions, before the tour questions are asked the subcommittee commissioners orally explain Human Subject privacy rights, which are focused on protecting the personal information of participants. Along these lines, Listening Tour Sessions in recent years have **NOT** been recorded with recording devices. Participants have **NOT** been identified, and written notes that would tend to identify an individual have **NOT** been written down, shared or publicly presented.

Conducting the Sessions:

*One subcommittee member will be in charge of asking the questions in the session. This subcommittee person will also develop an introductory script to be read to the participants once all are in place. The script should:

- a. Introduce the members of the subcommittee,
- b. Explain the purpose of the listening session,
- c. How the questions will be asked, that each subcommittee member will take notes during the session, and that this is a listening session, not a discussion session.
- d. Participants should feel free to share their observations, concerns, issues, feelings, and recommendations honestly and sincerely.
- e. Inform participants of their rights not to answer or participate and the confidentiality with which their comments will be kept.

* Members listen but do not actively direct the conversation of the cohort participants. On rare occasions, a clarifying question may be asked by a commissioner. Participants generally have been willing to collectively discuss their lived challenges, opinions and insights being part of the Ellensburg community.

*Commissioners continuously take notes on what is discussed. These sessions usually involve 45 to 90 minutes of active conversation.

*After each Listening Tour session, the notes taken by each subcommittee member are compiled into a report for that member. Members will then meet to determine the shared observations and differences in the notes. A report combining the members' observations and comments will be drafted and submitted to the Chair.

*These report discussions should be held within a week of the listening session and rough drafts to the Chair developed and submitted during this time.

*The Chair is responsible for finalizing the report and forwarding to staff.

*A final report to staff should be completed by the Chair and submitted to staff within two weeks of the listening session.

Staff will include the report on a forthcoming DEI Commission meeting.

(Note: process may vary depending on whether or not the Chair participates in the listening session).

The Questions, in order of ask:

1. What support networks or resources do you have in our community that support or affirm your identity? What kind of support, spaces, or resources would you like to see, or like to see more of?

2. Could you share an example of feeling included in our community?

3. Given the growing diversity of our community, many experience challenges due to their identities. Would you be willing to share some examples of feeling excluded, or facing bias or discrimination, in our community?

4. Beyond your own experiences, are you aware of challenges those with identities similar to yours have experienced? Would you be willing to share some examples?

5. What changes would you like to see in the community to make it more inclusive and welcoming?

6. Is there anything else that you'd be willing to share that we didn't cover in our questions?

7. Have you previously participated in a Listening Tour?

Newly suggested addition to questions:

1. Is there anything you would like to add to what you have already shared today?

Approved by the City of Ellensburg DEI Commission

Date:

Addendum

ANALYSIS, RECOMMENDATIONS, CONCRETE ACTION

One of the essential tasks of the subcommittee and the larger DEI commission should be to analyze the findings of over twenty listening tours, including the three recent sessions done in 2022 and those done in 2023. The Ellensburg City Council Inclusion, Diversity and Equity report of December 2020, has already made many useful findings and suggestions. These can be further developed and directed towards proposals for practical, concrete action.

DISCUSS LISTENING TO THOSE WHO **OPPOSE** DIVERSITY, EQUITY AND INCLUSION WORK?

Although it is critically important to arrange Listening Tour sessions in Ellensburg with marginalized groups, the sessions need not necessarily be limited to people who are marginalized. **It is essential to hear diverse voices, and particularly to understand the views of those who oppose DEI work.** As was repeatedly stated by participants of the recent World Café, for example, self-identified cohorts of people in Ellensburg who generally oppose programs which emphasize and promote diversity, equity and inclusion, generally do not participate in community activities and gatherings which support diversity. It is important to understand their views as well. Those of us who belong to the DEI commission may believe that we already understand local anti-DEI forces, but there may likely be issues that are unique to people who belong to specific local anti-DEI cohorts that the commission needs to understand. Talking to these folks within the context of listening tour sessions may possibly serve to lessen a bit of tension within the community. (Possibly an overly optimistic thought!) Perhaps, this could be a topic of discussion if the DEI commission believes that it merits consideration

USING ADDITIONAL METHODS FOR LISTENING TO COMMUNITY MEMBERS

Listening Tours use relatively simple methods, which require less skill and training than other qualitative research methods such as Focus Groups, Ethnographic Interviews and Key Informant Interviews. It is clear, however, that Listening Tours do provide useful information. When experienced social science researchers serve as members of the DEI Commission, other qualitative research methods could be used to gather greater depths of information and insights that listening tours cannot gain. At some point, future DEI commissions may want to use more intense qualitative methods to gather the thoughts and insights of members of the Ellensburg Community. Until that time, listening tours serve as a useful means to gather knowledge about the numerous and unique sociocultural cohorts which make up the town.

It should be noted that more complex qualitative methods are similar to the methods used by the listening tours in that they do not generate results that are statistically valid. Unlike quantitative methods, such as survey research, where it is essential to use the same questions over time in order to develop results and analyses which are longitudinally valid, the same is not true of qualitative methods.

If future commission members with training in qualitative methods want to use new sets of qualitative questions other than those currently used in the listening tours, or if they are even more ambitious and desire to utilize other more complex qualitative methods, they should be encouraged to do so, after their new proposed methodology has been vetted and approved by the City Attorney.

Further, it should be noted that qualitative methods are frequently used to develop useful and appropriate surveys, which can be statistically valid if done correctly. Future DEI commissions may want to use mixed methods, both qualitative and quantitative, to develop surveys that could be used to understand the growing and increasingly diverse community that is Ellensburg.



Meeting Date: October 8, 2024

City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject:

Listening Tour Question Update

Submitted by:

Department:

City Manager

Suggested Motion/Action:

Review and approve the updated Listening Tour Policy & Process document.

Background/Summary:

The Listening Tour subcommittee recommended changing the questions for listening tours. The new questions proposed are in the attached document. Review and approve the updated Listening Tour Policy and Process document.

Previous Council Action:

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:

1. Listening Tour policy&process 2-12-20 draft 3