

DIVERSITY EQUITY & INCLUSION COMMISSION AGENDA

July 11, 2023



AMERICANS WITH DISABILITIES ACT

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request. Please furnish the ADA Coordinator with your request in sufficient time for the City to provide a reasonable accommodation by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAACoordinator@ellensburgwa.gov.

**CITY OF ELLENSBURG
DIVERSITY EQUITY & INCLUSION COMMISSION AGENDA**

**Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Tuesday, July 11, 2023
3:00 PM - Regular Meeting**

- 1. Call to Order and Roll Call of Members** Nancy Goodloe Tylene Carnell Kandee Cleary Mayra Colazo Teresa Divine Amber Hoefer Alex Mandujano Olene Togiallua
- 2. Approval of Agenda** Approve the agenda.
- 3. Approval of Minutes**
 - 3.A Approval of Minutes from June 13, 2023 Meeting
- 4. Previous Meeting Motions And To-Do List Review**
 - 4.A Previous Meeting Motions & To-Do List Review
- 5. Liaison Reports** Provide introduction of new liaisons. CWU - Lucinda Carnell ESD - TBD EDA - TBD
- 6. Subcommittee Reports**
- 7. Commission Member Reports**
- 8. New Business**
 - 8.A Approve Proclamations and Holidays List
 - 8.B Retreat Planning
- 9. Staff Report** 2 commissioners going to LTAC on August 2 at 2 p.m. - Tylene & Nancy G. Reminder - grants due by July 31. If you know of someone applying, please remind them of the deadline.
- 10. Public Comment**
- 11. Preview Next Meeting: August 8, 2023 at 3 p.m.**

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Meeting

June 13, 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: Nancy Goodloe, Tylen Carnell, Kandee Cleary, Alex Mandujano, Amber Hoefer, and Olene Togiallua.

Commissioner Carnell moved to approve an excused absence for Commissioners Divine and Colazo. Commissioner Mandujano seconded the motion. **Motion approved.**

Also present: Nicole Klauss, Public Information Officer (Recording Secretary); Ramona Bryant (League of Women Voters); and Pat Kelleher.

2. Approval of the Agenda

Chair Goodloe requested to remove the partnership opportunity with Dispute Resolution Center from the agenda and push it to the July meeting due to materials not being ready. Commissioner Carnell moved to approve the amended agenda. Commissioner Hoefer seconded the motion. **Motion approved.**

3. Approval of Minutes from May 9, 2023 Meeting

Commissioner Cleary moved to approve the May 9, 2023 meeting minutes. Commissioner Togiallua seconded the motion. **Motion approved 5-0.**

4. Previous Meeting Motions And To-Do List Review

- Nicole needs to set up time for two commissioners to go to another commission meeting.
- DEI Commission will start conversation about what is a safe community on agendas.

6. Subcommittee Reports

None.

7. Commission Member Reports

Commissioner Cleary said she was surprised how large the Pride parade was and the reception it got throughout. Chair Goodloe said the Kittitas County Pride group did a good job organizing the event.

8. New Business

A. Providing Address During Public Comment

The Commission discussed the City's rules about providing an address during public comment. Commissioner Carnell moved to review the language surrounding providing an address during public comment and suggest changes to City Council. Commissioner Carnell seconded the motion. **Motion approved 5-0.** Commission subcommittee to review includes Tylene, Amber and Kandee. They will bring back a recommendation at the June meeting.

B. Review and Approve Grant Process

The Commission reviewed the drafted grant process document and Klauss reviewed changes. Commissioner Cleary moved to accept the document as this year's grant process. Commissioner Mandujano seconded the motion. During discussion Commissioner Hoefer asked what guidelines the City must follow for grants. **Motion approved 5-0.**

C. 2023 Proclamations/Recognition Days

The Commission reviewed the draft Proclamation/Recognition Days list and suggested adding a Juneteenth and Trans Day of Visibility proclamation. Suggestions for recognition days include:

- May 5: Missing and Murdered Indigenous Women Day
- Ramadan, fluctuates annually (late March, early April)
- Feb. 17: Acts of Kindness Day
- Sept. 16: Mexico Independence Day
- Possibly Cinco de Mayo, more research is needed
- Suggestion to add International Women's Day info to Women's History Month since it's during the same time.

Klauss will send an updated list out to the commission and members will bring final suggestions to the July meeting.

D. Select DEI Commission Retreat Date

The Commission selected Friday, August 11, 2023 as the retreat date from 8 a.m. to noon. Commissioner Hoefer is unable to attend but everyone else is available. Klauss will work with Goodloe to set the agenda.

E. Update on Juneteenth Celebration

Chair Goodloe said a Juneteenth Celebration was not able to be pulled together for 2023, but the City Council signed a proclamation for the day.

9. Staff Report

Draft

Klauss reported on the vacancy, liaison invitations, the award Chair Goodloe received from the Washington Association of School Administrators, and onboarding new commission members.

10. Public Comment

Chair Goodloe called for public comment. Pat Kelleher provided public comment about City park restrooms lacking in ADA standards and asked for support in getting minimum standards.

11. Preview Next Meeting July 11, 2023

- Finalize the list of Proclamations/Recognition Days to send to Council
- Partnership opportunity with the Dispute Resolution Center

Meeting adjourned at 3:56 p.m.

Nicole Klauss

Drafted: 6/15/23

Approved:

2023 Proclamations/Recognition Days Proposal for discussion

National Black History Month	February
Irish American Heritage Month/St. Patrick's Day	March
National Women's History Month & International Women's Day	March
Trans Day of Visibility *new*	March 31
Developmental Disabilities Awareness Month	March
National Day of Prayer	May 4
Jewish American Heritage Month	May
Asian American/Native Hawaiian and Pacific Islander Heritage Month	May
LGBTQ Pride Month	June
Juneteenth *new*	June 19
Hispanic Heritage Month	Sept. 15-Oct. 15
National Disability Employment Awareness Month	October
Native American Heritage Month	November

Things we Could Post on City Facebook page to further recognize special days of the year: Develop a tribute to the persons/s and submit to Nicole to submit on the day of the recognition. Commission members will share responsibility for writing these pieces.

Martin Luther King Day	Third Monday of January
Race Unity Day	June 19
Columbus Day/ Indigenous People's Day	October 9
International Day of Peace "End Racism Build Peace"	September 21
Patriot Day	September 11
World Aids Day "Putting Ourselves to the Test: Achieving Equity Against Aids"	November 1
International Men's Day	November 19
Transgender Day of Remembrance "Honor Their Memory"	November 20
Missing and Murdered Indigenous Women Day *new*	May 5

Ramadan *new*	Late March, early April
Acts of Kindness Day *new*	Feb. 17
Mexico Independence Day *new*	Sept. 16
Cinco De Mayo (maybe) *new*	May 5

Are there other proclamations you would like to add to this list?

Are there other “days” you would like to add to the Facebook list?

Please bring suggestions to the July meeting.

If consensus is reached on this proposal, we will have a motion/second/final discussion/vote to forward this proposal to City Council for approval.

Retreat Planning

The DEI Commission retreat is scheduled for 8 a.m. to noon on Friday, August 11 at City Hall in the Council Chambers.

Discussion:

What are the Commissioners expectations for the retreat?

What outcomes would they like to see?

What kind of format would they like for the discussion?

Do you have other thoughts about this discussion?

Amount of budget you'd like to spend on a facilitator? \$ for refreshments?

What materials would you like to have for review before the retreat?