

AGENDA DIVERSITY EQUITY & INCLUSION COMMISSION

September 9, 2025

Hybrid Meeting In-person and via Zoom



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Webinar ID: 897 3788 2563

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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, September 9, 2025
3:00 PM - Regular Meeting**

1. Call to Order and Roll Call of Members

1.A DEI Commission Meeting Grounding (Read)

1.B Approve Excused Absence For Tylene Carnell For September 9 Meeting

2. Approval of Agenda (No Public Comment)

3. Approval of Minutes

3.A Approval of Minutes from July 8, 2025

3.B Approval of Minutes from August 12, 2025

4. New Business

4.A Select Representative To Review City Staff 1st Comp Plan Update Based On 10/4 Workshop Feedback

4.B Review Retreat Agenda

5. Previous Meeting Motions & To-Do List

5.A Previous Meeting Motions & To-Do List Review

6. Liaison Reports Teresa Chanes and Katie Holm - Ellensburg Downtown Association; Dr. Elvin Delgado and Ruben Cardenas - CWU; and Rhonda Schmidt - Ellensburg School District

7. Subcommittee Reports

8. Commission Member Reports

9. Staff Report

9.A Staff Report

10. Public Comment PUBLIC COMMENT RULES FOR ALL MEETING PARTICIPANTS

1. Each speaker's comments are to be limited to 3 MINUTES and must state their name and city of residence. 2. Speakers are cautioned not to engage in conduct that disrupts, disturbs or otherwise impedes the orderly conduct of the DEI Commission meeting. 3. Comments must be related to the commission's business or over which the Commission has control. 4. 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: October 14, 2025



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

DEI Commission Meeting Grounding: What We Mean by DEI

Diversity: We recognize and celebrate the wide range of backgrounds, experiences, identities, and perspectives that make our city unique.

- For example: Unity Park's grand opening included a variety of performances that reflected the cultural richness of our community.

Equity: We understand that not everyone starts from the same place, and acknowledge the unique needs of different groups and residents. We strive to identify and help remove barriers that prevent people from having full and complete access to opportunities and resources, so everyone has the ability and self-determination to thrive.

- For example: DEI grants have supported small, local businesses and events that center underrepresented voices.

Inclusion: We strive to create spaces where people from all walks of life feel welcomed, safe, respected, and invited to be an active part of the community.

- For example: Conversations with Parks & Rec have led to more inclusive restroom options for different families and visitors.

Accessibility: Everyone deserves the opportunity to take part in community life, so we work to address and remove barriers (ex. physical, language, social, and communicative) so everyone can fully take part in community life.

- For example: We've encouraged the city to use interpretation services and listening devices in meetings so more people can engage.

Belonging: We all want to feel like we're part of where we live and make our home—seen, valued, respected—and that our contributions are welcome. Belonging is at the heart of a healthy community.

- For example: We've supported heritage month proclamations, Juneteenth celebrations, and partnerships that build bridges between groups.

CITY OF ELLENSBURG
Date of Meeting
Time of Meeting
Place of Meeting

Minutes of Diversity, Equity & Inclusion
Commission Meeting
July 8, 2025
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: Phil Backlund, Tylene Carnell, Kandee Cleary, Teresa Divine, Nancy Goodloe, Amber Hoefler, and M. Eliatamby-O'Brien.

Also present: Nicole Klauss, DEI Commission staff member; Rhonda Schmidt, Ellensburg School District liaison; Ruben Cardenas, CWU Associate Vice President liaison, Student Engagement and Success; Ramona Bryant, League of Women Voters of Kittitas County; and 3 members of the public.

2. Approval of the Agenda

Commissioner Backlund moved to approve the agenda. Commissioner Cleary seconded the motion. There was no discussion. **Motion approved 6-0.**

3. Approval of Minutes from June 10, 2025 Commission Meeting

Commissioner Divine moved to approve the minutes from the June 10, 2025 DEI Commission Meeting. Commissioner Backlund seconded the motion. There was no discussion. **Motion approved 6-0.**

4. New Business

A. Study Session Follow Up

Goodloe asked for reflections on the June study session with City Council. Goodloe reported receiving a positive response about the conversation and information provided.

Carnell said it was a good conversation that could have gone longer. Hoefler expressed gratitude for the space and time, and said the Councilmembers did a good job participating and hopes to continue the conversation. Eliatamby-O'Brien said the conversation gave insight into how to build communicative relationships and areas for clarity.

B. Discuss Opening Future Meetings With Reading Definitions

Staff provided an update. In previous meetings the DEI Commission discussed a proposal to open meetings with a grounding exercise that includes definitions of diversity, equity, inclusion, accessibility, and belonging.

Commissioner Cleary moved to accept the statements and to start future commission meetings by reading the statements. Commissioner Backlund seconded the motion. Discussion included to read them in full with the examples, that the examples could be

expanded over time, and that they could be updated to include the business case for economic impact of DEI. **Motion approved 6-0.**

C. Comprehensive Plan Update

Goodloe provided an update on the Comprehensive Plan process. The July 21 meeting is when City Council will consider whether to docket the request to eliminate Chapter 9 of the Comprehensive Plan. Goodloe said, if docketed, there will be a series of community meetings and opportunities for community feedback on the amendments.

Hoefler asked if the DEI Commission can request a study session to discuss this with the City Council if it is docketed, so the Commission can figure out how to respond and support Council. Goodloe will discuss with the Mayor and City Manager.

Carnell asked about the July 7 study session and how that tied in with this update; staff clarified the study session was for the 2026 Comprehensive Plan update.

The Commission requested the City Manager and Community Development attend the August DEI Commission meeting to provide an update.

D. Retreat Planning

Staff asked for feedback for agenda topics for the upcoming retreat.

Topics the commission wishes to discuss include:

- Reflection on what they are hearing and talking about the 2026 work plan, what to do differently, add, or make adaptations, accomplishments
- Update on the Comprehensive Plan and community discussions
- Supporting each other on projects, how to assist each other and get things done
- More discussion on what the block party idea would require putting together to take to City Council
- Review long-term and short-term goals and see if commission wants to change them
- How to work with liaisons better (possibly put at beginning of agenda so they can attend)
- 15 minutes to review the Council's strategic vision

Staff requested facilitator suggestions. Commission members requested a facilitator that could build on last year's session and is familiar with the DEI Commission in Ellensburg.

E. Discuss Block Party Idea

Divine gave a brief introduction to the block party idea, of helping create a program to help neighborhoods in Ellensburg host block parties. The Commission could possibly help offset costs for noise waivers, street closures, and permits. The idea is that it would apply equity to the community because not every child can afford to go to summer camps, but everyone could attend the block parties. The goal would be that eventually neighborhoods would do this themselves without assistance.

Staff said the idea would likely require vetting from legal, special events, and other City departments. It should go to City Council first to see if the Council wants to pursue the idea because they could direct staff to do the research. The Commission will discuss this further at the retreat to determine if it should go on the 2026 work plan.

5. Previous Meeting Motions And To-Do List Review

Carnell reported reaching out the multicultural day organizer in Tri-Cities. Eliatamby-O'Brien also reached out to folks involved in multicultural day events. They plan to set up a meeting to discuss if the event is possible this year and to look at dates in the early fall.

6. Liaison Reports

- Ellensburg School District liaison Rhonda Schmidt reported: The district is looking at doing a Belonging in the Burg event in the fall and another event that is related to the new strategic plan. ESD submitted their first report to the Department of Justice. ESD is holding professional development for staff including a speaker focused on inclusion of kids with IEPs in mainstream classes.
- CWU liaison Ruben Cardenas reported: The construction of CWU's new multicultural center is progressing in Black Hall. The goal is to open part of it this fall/winter.

6. Subcommittee Reports

Goodloe said the Juneteenth event was well attended and had good music.

Backlund wants to discuss the future of the listening tours and what is next. Goodloe requested a subcommittee meeting.

7. Commission Member Reports

Goodloe reported that Council is making changes to their rules regarding:

- additional time for public commenters utilizing language interpreter services;
- additional time for public commenters who may require an ADA-related accommodation;
- additional time at the end of Council agendas for continued public commentary

Goodloe reported there are conversations happening around parks and recreation in the community and the Parks Department is working to update the Parks, Recreation, Open Space, and Sustainable Funding Plan.

Divine reported APOYO has lost a lot of its funding so there is a GoFundMe open.

8. Staff Report

Staff reported:

- Ellensburg Academy is on July 29 at 6 p.m. at Hal Holmes.
- Summer Concerts in Unity Park are happening on Thursdays in July and August at 6:30 p.m.

- Coffee with City Council is 9-11 a.m. August 13 at the Adult Activity Center.
- A couple of members are due to renew their OPMA/Public Records training and notifications have been sent.

9. Public Comments

Chair Goodloe called for public comment.

Lisa James, Ellensburg, provided public comment.

William Coleman, Kittitas, provided public comment.

Next Meeting July 8, 2025

Topics: Possible proposal for reallocation of spending plan, Comprehensive Plan process update from Community Development and/or City Manager

Meeting adjourned at 4:16 p.m.

Nicole Klauss

Drafted: 7/9/2025

Approved:

DRAFT

CITY OF ELLENSBURG
Date of Meeting
Time of Meeting
Place of Meeting

Minutes of Diversity, Equity & Inclusion
Commission Meeting
August 12, 2025
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: Phil Backlund, Tylene Carnell, Kandee Cleary, Teresa Divine, Nancy Goodloe, Amber Hoefer, and M. Eliatamby-O'Brien.

Also present: Nicole Klauss, DEI Commission staff member; Stacey Henderson, Planning Manager; Dan Carlson, Community Development Director; Dr. Elvin Delgado, CWU Associate VP Faculty Relations, Equity, and Belonging (CWU liaison); and 2 members of the public (1 in person and 1 online).

Commissioner Kandee Cleary moved to approve an excused absence for Commissioner Serena Turney. Commissioner Phil Backlund seconded the motion.

Motion approved 5-0 (Commissioner Eliatamby-O'Brien had not yet arrived).

The Commission read the grounding statement.

2. Approval of the Agenda

Commissioner Phil Backlund moved to approve the agenda. Commissioner Kandee Cleary seconded the motion. There was no discussion. **Motion approved 5-0** (Commissioner Eliatamby-O'Brien had not yet arrived).

3. Approval of Minutes from July 8, 2025 Commission Meeting

Staff inadvertently left the minutes attachment off the agenda packet, so they will be added to the September meeting for approval.

4. New Business

A. Comprehensive Plan Update

Planning Manager Stacey Henderson provided an update on the Comprehensive Plan 2025 amendment process regarding 25-02. There are two Community Conversation Workshops open to everyone, and DEI Commission members can participate.

- Wednesday, August 20, 2025, from 6:00-8:00 p.m.; Hal Holmes Community Center, 209 N Ruby Street, Ellensburg; or
- Saturday, September 6, 2025, from 1:30-3:30 p.m.; Hal Holmes Community Center, 209 N Ruby Street, Ellensburg, WA

The Oct. 4 Common Ground Workshop will be open to nominated individuals from the earlier workshops.

Staff reviewed the formal adoption process and said the goal of the workshops is to keep the discussion focused on the Comprehensive Plan. Commissioner Hoefer asked about guardrails for harmful language and staff said facilitators are working on that.

Chair Goodloe asked when the DEI Commission might weigh in. Staff said they have a schedule to follow regarding the comprehensive plan process. It will have to go to Commerce for a 60-day Review on October 15, and there will concurrently be a SEPA public comment period. Goodloe suggested staff attend the Oct. 17 DEI Commission retreat to provide an update on the review of the draft that is being submitted to Commerce.

Commissioner Backlund asked if the DEI Commission will get a chance to engage with the City Council. Staff said that is up to the Council.

B. Discussion: Response To City Council Regarding Docketing?

The Commission discussed a response to City Council regarding the docketing of 25-02. Commissioner Hoefer asked if there is something the commission wants to formally ask Council or how the commission wants to show up in this process.

Commissioner members expressed it may be hard for people to continue showing up through this process when they have jobs, kids, transportation, and other things to consider. There was a suggestion to have a survey or some way for people who can't attend the workshops or meetings to provide their feedback.

Goodloe said she hopes it will come back to the Commission because if it were a parks issue, the Parks Commission would likely weigh in.

Commissioner Carnell asked what lens the Planning Commission will use when considering the recommendations.

Commissioner Divine made a motion to ask for another study session with City Council after the report from the Community Conversation Workshops is available.

Commissioner Cleary seconded the motion. During discussion, there was a request to get a written version of the Comprehensive Plan timeline and staff recommended making the request for a study session sooner than later as the Council schedule gets booked. **Motion approved 6-0** (Eliatamby-O'Brien had joined the meeting by this point).

C. Retreat Planning

Staff provided an update on the Oct. 17 retreat and asked if any members of the commission would be willing to help facilitate pieces of the agenda. Commissioner Cleary, Eliatamby-O'Brien, Hoefer, and Chair Goodloe indicated they would be interested in collaborative facilitation.

Staff will ask Community Development if they will be available to participate in the retreat to provide an update on the Community Conversation Workshops.

5. Previous Meeting Motions And To-Do List Review

The Commission reviewed the previous meeting motions and agreed to move the two outstanding items from the 90-day list over to the next 90-days since they have been focusing energy elsewhere. The new 90-day deadline is November 10, 2025.

6. Liaison Reports

There were no reports from liaisons.

7. Subcommittee Reports

The listening tours are on hold while the Commission works through other issues.

Goodloe visited briefly with Rhonda Schmidt, ESD liaison, and it sounds like their conversation with students will deviate from the World Café model.

8. Commission Member Reports

Commissioner Backlund reported:

- The Wall that Heals will be in Ellensburg (Sept. 4-7) and needs volunteers.
- People do not know what the DEI Commission does, so he put together an informal sheet with talking points. That will be shared with the Commission.

Commissioner Cleary reported Shakespeare in the Park is Aug. 12, 13, and 15.

Commissioner Eliatamby-O'Brien reported attending the Harmonize unveiling and said there is misinformation about funding.

9. Staff Report

Staff reported:

- The Adult Activity Center sponsors the "Senior Lounge" at the Kittitas County Fair, and volunteers are needed.
- Summer Concerts in the Park at 6:30 p.m. August 14 & 21 at Unity Park
- Coffee with City Council from 9-11 a.m. August 13 at the Adult Activity Center
- Ellensburg Jr. Rodeo Parade is August 16.
- Accessory Dwelling Unity Info Session on August 19 from 6-8 p.m. at Hal Holmes Community Center. The program will include brief presentations on the phases of planning, financing, and constructing and managing an ADU followed by Q&A.
- City Tree Survey is open until August 31 at www.ellensburgwa.gov/treesurvey.
- Ellensburg Academy on September 24 at 6 p.m. at Hal Holmes Community Center.
- Poet Laureate application period is open. Submissions due by Sept. 15

10. Public Comments

Chair Goodloe called for public comment.

William Coleman, Kittitas, provided public comment.

11. Preview Next Meeting September 9, 2025

- Approval of minutes from July 8 & August 12 meetings

- Additional retreat discussion

Meeting adjourned at 4:07 p.m.

Nicole Klauss

Drafted: 8/13/2025

Approved:

DRAFT



Meeting Date: September 9, 2025
City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: Review Retreat Agenda
Submitted by:
Department: City Manager

Suggested Motion/Action:
Discuss the tentative retreat agenda

Background/Summary:
The retreat is set for 8 a.m. to 2 p.m. Friday, October 17 in the Council Chambers. No public comment and no formal action will be taken at the retreat.

DEI Commission Retreat Agenda

- 8:00 a.m. – 8:30 a.m. Morning Activity (Facilitated by....)
- 8:30 a.m. – 10:30 a.m. Comp Plan Findings Presentation & Discussion (Facilitated by City Staff)
- 10:30 a.m. – 10:45 a.m. Break
- 10:45 a.m. – 11:30 a.m. City Council Priorities & Strategic Vision (Facilitated by City Staff)
- 11:30a.m. – 11:45 a.m. Lunch Setup/Break (City Staff supporting with lunch coordination)
- 11:45 a.m. – 12:30 p.m. Lunch & DEI Commission Workplan/Goals (Facilitated by Exec Committee)
- 12:30 p.m. – 1:00 p.m. DEI Commission Budget Discussion (Facilitated by Exec Committee)
- 1:00 p.m. - 2:00 p.m. Special Planning/Projects (Various Facilitators)
 - Work with liaisons
 - Coordination as a Commission (attending Council meetings, etc.)
 - Are there other Commissions we want to participate in or partner opportunities?
 - Recruitment and retention of Commission members (expectations & commitments of members)

Previous Council Action:
N/A

Analysis:

N/A

Financial Impact:

The 2025 spending plan includes \$500 for the Commission retreat, which will be used for refreshments and supplies.

Budget Adjustment: No

Attachments:

None



Meeting Date: September 9, 2025
City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: Previous Meeting Motions & To-Do List Review
Submitted by:
Department: City Manager

Suggested Motion/Action:
Review previous meeting motions and to-do list review.

Background/Summary:
Previous Meeting Motions

- Commissioner Kande Cleary moved to approve an excused absence for Commissioner Serena Turney. Commissioner Phil Backlund seconded the motion. Motion approved 5-0 (Commissioner Eliatamby-O'Brien had not yet arrived).
- Commissioner Phil Backlund moved to approve the agenda. Commissioner Kande Cleary seconded the motion. There was no discussion. Motion approved 5-0 (Commissioner Eliatamby-O'Brien had not yet arrived).
- Commissioner Divine made a motion to ask for another study session with City Council after the report from the Community Conversation Workshops is available. Commissioner Cleary seconded the motion. During discussion, there was a request to get a written version of the Comprehensive Plan timeline and staff recommended making the request for a study session sooner than later as the Council schedule gets booked. Motion approved 6-0 (Eliatamby-O'Brien had joined the meeting by this point).

To-Do List Review

90-Day Goals (rolled over to next 90 days, now due November 10, 2025)

- Put data into a document for review, discuss how to use the data, and put a structure in place to be able to use data (e.g. listening tour data) **Goodloe (lead)**
- Multicultural Day at Unity Park **Goodloe, Divine, Eliatamby-O'Brien (lead), & Carnell**

Previous Council Action:

The Commission updated the 90-day goals at the August 12, 2025 meeting. The new 90-day deadline is November 10, 20225.

Analysis:

Are there any updates on these items?

Financial Impact:

N/A

Budget Adjustment: No

Attachments:

None



Meeting Date: September 9, 2025
City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: Staff Report
Submitted by:
Department: City Manager

Suggested Motion/Action:
Listen to staff updates about City activities.

Background/Summary:
City events/activities that are free and open to all:

- Coffee With City Council on September 10 from 4-6 p.m. at the Ellensburg Public Library.
- Poet Laureate application period is open. Submissions due by September 15.
- Public Input Workshop for Clean Energy Implementation plan from 5:30-7 p.m. on September 23 at City Hall.
- Ellensburg Academy on September 24 at 6 p.m. at Hal Holmes Community Center.
- Transit survey closes Sept. 26: www.ellensburgwa.gov/transitsurvey.
- Common Ground Workshop on October 4, 2025.
- Parks, Recreation, Open Space, and Sustainable Funding Plan survey and information at www.ellensburgwa.gov/prosplan

Find additional information about these events/activities at www.ellensburgwa.gov.

Previous Council Action:
N/A

Analysis:
N/A

Financial Impact:
N/A

Budget Adjustment: No

Attachments:
None