



Diversity, Equity and Inclusion Commission Agenda

Tuesday, May 25, 2021 from 3-4:30 p.m. via Zoom

Zoom Webinar ID: 829 5667 7529 Password: 072075

<https://us02web.zoom.us/j/82956677529?pwd=QUJmSVBZcm8xNDZScTFaU3FHNEQwQT09>

Purpose: This meeting will focus mainly on next steps for development of the DEI Chapter of the Comp Plan, in addition to development of a Land Acknowledgment Statement

Expected Outcomes

- Creation of subcommittee for development of Land Acknowledgment Statement
- Create understanding of city and state requirements for adopting a new comp plan chapter
- Agreement on next steps, and possible subcommittee creation, for the development of DEI comp plan chapter

Topic	Process	Who	Time
Welcome & Meeting Overview Introductions/Roll Call Approved absence for Tylenne Carnell for June 8	Present	Nancy G., Chair	5 min 3:00-3:05 p.m.
Approve Agenda (motion needed) Review & Approve Minutes of May 11, 2021 DEI Commission Meeting (motion needed)	Present Discuss Motion	All	5 min 3:05-3:10 p.m.
Discuss Developing Land Acknowledgment Form Subcommittee Assign task	Present Discuss	Nancy G., Chair	20 min 3:10-3:30 p.m.
Discuss Comprehensive Plan overview and what this group needs to accomplish with DEI Chapter • Code requirements for adopting Comprehensive Plan amendment • Identify next steps for crafting DEI chapter	Present Discuss Clarify	Kirsten Sackett & Stacey Henderson, Community Development	15 min 3:30-3:45 p.m.
Strategy Discussion for Comp Plan Development • Identify strengths of each commission member (max. 2 minutes each) • Brainstorm possible subcommittee groups • Assign individual or subcommittee tasks to commissioners	Brainstorming Discuss Agree	Kirsten Sackett All	35 min 3:45-4:20 p.m.

Staff Report Phone list, Boards/Committees Handbook Reminder about not representing yourself as speaking for this commission in activism work, unless the commission assigns you to do that (letters to the editor, etc.)	Present Clarify	Nicole Klauss, Public Information Officer	5 min 4:20-4:25 p.m.
Citizen Comment (as time allows) Citizen comments are limited to 3 minutes per person, and no action will be taken on these comments at this meeting. Please raise your “virtual hand” or press *9 on your phone. Once called upon: please state your first name, last name and address for the record.	Comment	Citizen	5 min 4:25-4:30 p.m.
Review Next Meeting: June 8, 2021, 3-4:30 p.m., Zoom Adjourn	Present	Nancy G., Chair	

In-person attendance at public meetings is currently prohibited per the Washington Governor’s Proclamation No. 20-28.15, as extended by Senate Concurrent Resolution 8402.

Homework for THIS (5/25/21) meeting: Following the Comp Plan overview (at 3:45 pm) each commissioner will have **2 minutes** to share strengths/skills they can bring to the table as a part of team working together to develop the Comp Plan chapter in a transparent, effective and efficient manner.

Examples skills might include:

- Community outreach / event planning
- Survey creation
- Organizing or leading focus groups
- Facilitation skills
- Interviewing
- Analyzing existing DEI report to pull out goals and objectives
- Data analysis
- Writing skills
- etc.