

CITY OF ELLENSBURG

**Minutes of Diversity, Equity & Inclusion
Commission Meeting**

Date of Meeting

September 13, 2022

Time of Meeting

3:00 PM

Place of Meeting

Council Chambers, 501 North Anderson St.

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call

The Chair called the meeting to order at 3:03 p.m.

Roll Call Present: Kandee Cleary, Teresa Divine, Daniel Amos, Alex Mandujano, Mayra Colazo, and Nancy Goodloe (Chair)

Absent: Tylene Carnell (excused)

Also present: Nicole Klauss, Public Information Officer (Recording Secretary); Phil Backlund, consultant for DEI Commission Retreat; and Heidi Behrends Cerniwey, City Manager.

Commissioner Cleary moved to approve an excused absence for Commissioner Carnell for August 9, 2022. Commissioner Amos seconded the motion. There was no discussion. **Motion Approved 5-0.**

2. Approval of Agenda

Commissioner Cleary moved to approve the amended agenda. Commissioner Divine seconded the motion. The discussion was to remove the library proposal from the agenda and add a budget item under new business. **Motion Approved 5-0.**

3. Approval of Minutes from August 9, 2022 Meeting

Commissioner Divine moved to approve the August 9, 2022 minutes. Commissioner Colazo seconded the motion. There was no discussion. **Motion Approved 5-0.**

4. Previous Meeting Motions And To-Do List Review

Daniel will finalize first collaboration with CWU and City library about the Japanese American WWII heroes event. **Not complete – Daniel contacted Hope Amason with CWU Museum and hasn't heard further details.**

Kandee will develop talking points to share when meeting with other commissions' members. **Not complete. Kandee will share the draft with Nicole to share with the commission. This will be on the agenda for the next meeting to discuss and finalize.**

Kandee and Nicole will determine what to communicate and what methods of distribution to use. **Not complete. They will meet ahead of the October commission meeting.**

Mayra will talk to contacts about plans for Cinco de Mayo. **Not complete. Mayra will reach out to church and CWU contacts for SLICE (Amber Hoefer) and the DEC to talk about collaborations.**

Nancy will collaborate with ESD and offer first community conversation event/World Café. **Not complete. Nancy will meet with Jinger Haberer this week.**

Nancy will review subcommittees and individual responsibilities to commission. **Not complete. Will discuss further in agenda.**

Nancy will discuss what to do with remaining funding for 2022 or if we want to request to carry over. **Not complete. Will discuss further in agenda. Cannot carry over funds to 2023.**

Nancy will request city manager include permanent line item in budget for DEI Commission. **Complete.**

Nicole will draft first annual report to City Council. **Not complete. Nicole will bring a draft to the October meeting for approval.**

Nicole needs to set up time for two commissioners to go to another commission meeting. **Not complete. Nicole will set up a schedule by the October meeting with commission visits starting in 2023.**

Nicole will talk to Heidi about more in-depth minutes. **Complete. Heidi approved detailed minutes approved for Diversity, Equity & Inclusion Commission.**

Teresa and Mayra will set first meeting to plan participation in 2023 farmers market. **Not complete. Nicole to forward contact info for farmers market manager to Teresa.**

Teresa will meet with CWU Day of Action Committee. **Not complete. There has been turnover so Teresa needs to find the new key person for this event at CWU. Looks like it will be a week of action on campus and day of action downtown.**

Tylene will finalize sponsorship of Pride 2023. **Not complete. The DEI Commission will be sponsoring the event. The theme for Pride 2023 is Unity In Community and will kick off with a parade and festival the first weekend in June. Nicole will follow up with Hal Holmes to see if they can sponsor a meeting space for the Pride planning committee.**

5. Subcommittee Reports

Commissioner Carnell moved to eliminate the event subcommittee and keep the three standing committees – policy, proclamations, and listening tour. Commissioner Mandujano seconded the motion. During discussion Chair Goodloe said the work of the event subcommittee is now being done through the to-do list. The commission talked about whether to keep the policy committee or not, and decided to keep it because policy helps embed equity into institutions. **Motion Approved 5-0.**

Commissioner Amos moved to continue the work of the listening tour subcommittee and not wait until January to start them back up again. Commissioner Mandujano seconded the motion. During discussion the commission talked about the importance of continuing to hear voices. **Motion Approved 4-1.**

Commissioner Amos moved for the listening tour subcommittee meet before the October commission meeting to discuss the listening tour structure with timelines, groups to talk with, and goals. Commissioner Mandujano seconded the motion. Discussion included not being ready yet to develop a formal reporting format and Commissioner Mandujano will join the subcommittee. **Motion Approved 5-0.**

6. Commission Member Reports

Commissioner Colazo reported Central Washington Disability Resources will be holding a march to acknowledge Disability Awareness Month on Monday, October 3rd from 1-3 p.m. Colazo will forward the information to Klauss to share with the commission.

7. New Business

Commissioner Goodloe moved to set aside \$2,500 of the remaining DEI Commission budget to support the Ellensburg School District partnership to have a community conversation/World Café. Commissioner Amos seconded the motion. During discussion, Goodloe said the funds would be used to support the facilitator or refreshments. Goodloe will meet with ESD Superintendent Jinger Haberer on September 14 to discuss the event, tentatively set for November. **Motion Approved 5-0.**

Commissioner Cleary moved to approve the National Disability Employment Awareness Month Proclamation and send it to City Council. Commissioner Divine seconded the motion. Discussion was that everyone was that it was well-written. **Motion Approved 5-0.**

Commissioner Goodloe moved to bring the Native American Heritage Month Proclamation to the October meeting for the commission to approve. Commissioner Cleary seconded the motion. There was no discussion. **Motion Approved 5-0.**

Commissioner Amos moved to approve adoption of the new meeting agenda format as recommended by the facilitator at the DEI Commission's August retreat. Commissioner Mandujano seconded the motion. **Motion Approved 5-0.**

Commissioner Cleary moved to add a National Disability Awareness Month Proclamation to the City Council agenda for the October 3 meeting. Commissioner Mandujano seconded the motion. Discussion was that Commissioner Colazo will work on the proclamation with Commissioner Cleary and Chair Goodloe with the deadline of Thursday, September 22. **Motion Approved 5-0.**

8. Staff Report

Klauss said the City Council selected Sarah Beauchamp as the new Councilmember.

9. Public Comment

Phil Backlund, the facilitator for the DEI Commission's August retreat, commented that the commission did a good job using the new agenda format.

10. Preview Next Meeting

Klauss reviewed items that will be on the next agenda:

- Approving the Native American Heritage Month proclamation
- Approving the DEI Annual Report
- Finalize talking points to use when meeting with other commissions

Meeting adjourned at 3:56 p.m.

Nicole Klauss

Drafted: 9/15/22

Approved: 10/11/22