



City of Lacey, Washington
Commission on Equity Minutes
Monday, July 22, 2024 - Council Chambers and Online

1. Call to Order

Commissioner Clay called the meeting to order at 5:30 p.m.

2. Roll Call

EQUITY COMMISSIONERS PRESENT: Chair Annie Clay; Vice Chair Kim Sauer; Clifton Brown; Makieda Hart; Jonathan Hegwood (Present remotely after 7:23 p.m.); and Kristine Stolberg

EQUITY COMMISSIONERS EXCUSED: Thelma Jackson

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager; Veronica Hand, Equity and Inclusion Program Manager; Ryan Andrews, Planning Manager; Michelle Chavez, Human Services Coordinator; Sadie Siglin, Management Analyst; and Brandy Legomina, Deputy City Clerk

3. Land Acknowledgment

Chair Clay presented the abbreviated Land Acknowledgment.

4. Approval of Agenda, Previous Meeting Minutes, and Consent Items

- A. Approval of Agenda
- B. Approval of June 24, 2024 meeting minutes
- C. All Abilities - Community Forum Feedback

Commissioner Brown moved to approve the agenda, previous meeting minutes, and consent items. Vice Chair Sauer seconded. Motion carried.

5. Public Comment

No public comment was received.

6. Inspirational Item

A. Veronica Hand, Equity & Inclusion Program Manager

Hand presented a quote from Parker J. Palmer, on the idea of creating something new out of devastation. Palmer is an American author, educator, and activist who focuses on issues in education, community, leadership, spirituality and social change.

7. Business Items

A. **Comprehensive Plan Update: Communications and Community Engagement Plan**

Ryan Andrews, Planning Manager

Ryan Andrews presented the Comprehensive Plan Update for Communications and Community Engagement. This presentation included discussion on the Comprehensive Plan's approach to engage with the community; the alignment with the City's mission and vision; target audiences; communication tactics, and phase development of community engagement activities.

B. **Human Services Update: Grant Program, Community Participation Plan, and Needs Assessment Outline**

Michelle Chavez, Human Services Coordinator

Chavez presented the Human Services Update for the Grant Program, Community Participation Plan, and the Needs Assessment Outline. This presentation included discussion on existing Human Services strategies; the intended outcomes of the Community Participation Plan; and the identification and engagement of stakeholders. The Commission provided feedback on potential focus group participants, the Human Services Focus Group Questionnaire, the Draft Human Needs Assessment Survey, and the Draft Needs Assessment Survey.

C. **Utility Wrap Project Phase 1 Update**

Sadie Siglin, Management Analyst

Siglin presented the Utility Wrap Project Phase 1 Update. This presentation included discussion on feedback provided from the Historical Commission; locations of wrap-eligible utility boxes; and a preview of utility box wrap layouts for each art submission. Commission recommendations will go before the Lacey City Council for final approval in September. After approval, applicants will be notified, wrap installations will begin, and website content will be updated to reflect the new art.



8. Commissioner Reports

Commissioner Hart reported on the Miss Washington Pageant's Coffee and Crowns event, promoting the upcoming Scholarship Pageant.

9. Director Report

A. **Community Forum and Regional Event Planning Update**

Shannon Kelley-Fong, Assistant City Manager
Veronica Hand, Equity & Inclusion Program Manager

Kelley-Fong and Hand reported on the Community Forum and Regional Event Planning Update. Discussion ensued.

B. **Diversity, Equity, Inclusion, and Belonging (DEIB) Strategic Plan Update**

Shannon Kelley-Fong, Assistant City Manager

Kelley-Fong reported on the DEIB Strategic Plan Update. Discussion ensued.

C. **Regional Diversity, Equity, Inclusion, and Belonging Government Staff Meetings**

Shannon Kelley-Fong, Assistant City Manager

Kelley-Fong reported on the Regional Diversity, Equity, Inclusion, and Belonging Government Staff Meetings. Discussion ensued.

Kelley-Fong updated the Commission on upcoming term expirations.

10. Adjourn

Chair Clay adjourned the meeting at 7:50 p.m.

Approved August 26, 2024

