



**LACEY CITY COUNCIL
WORKSESSION
THURSDAY, FEBRUARY 24, 2022
6:00 – 8:15 P.M.
REMOTE ATTENDANCE**

The Lacey City Council Joint Worksession will be conducted remotely.
You may view or listen to the meeting by using one of the following platforms:

Live through Zoom: <https://us02web.zoom.us/j/88628703848>

Live or as a recording on YouTube: <https://youtu.be/dDQuAygTAvs>

Listen via telephone: (888) 788-0099 or (877) 853-5247 (Webinar ID 886 2870 3848)

AGENDA

6:00 BLACK HISTORY MONTH

*HANK SHEEGOG, FRED U. HARRIS LODGE
(PRESENTATION)*

6:15 JOINT WORKSESSION – HISTORICAL COMMISSION

(STAFF REPORT)

- **HISTORICAL COMMISSION & NEW MUSEUM PROJECT UPDATE**
JEN BURBIDGE, PARKS, CULTURE & RECREATION DIRECTOR
- **HISTORICAL COMMISSION 2021 ACCOMPLISHMENTS**
ERICH EBEL, CHAIR
- **HISTORICAL COMMISSION 2022 WORK PLAN**
ERICH EBEL, CHAIR
- **LACEY MUSEUM ANNUAL REPORT**
ERIN QUINN VALCHO, MUSEUM CURATOR

7:15 JOINT WORKSESSION – COMMISSION ON EQUITY

*SHANNON KELLEY-FONG, ASSISTANT CITY MANAGER
(STAFF REPORT)*

8:00 HYBRID COUNCIL MEETING STATUS

*SHANNON KELLEY-FONG, ASSISTANT CITY MANAGER
(DISCUSSION)*

8:15 ADJOURN WORKSESSION



LACEY CITY COUNCIL WORKSESSION

February 24, 2022

SUBJECT: Historical Commissioners 2021 Accomplishments and 2022 Work Plan

RECOMMENDATION: Acknowledge the Historical Commissioners 2021 Key Accomplishments and Noteworthy Achievements and accept the 2022 Work Plan.

STAFF CONTACT: Scott Spence, City Manager *SS*
Jen Burbidge, Parks, Culture and Recreation Director *JB*

ORIGINATED BY: City Manager & Parks, Culture and Recreation Department

ATTACHMENTS:

1. [2021 Key Accomplishments & Noteworthy Achievements](#)
2. [2022 Work Plan](#)
3. [List of current Historical Commissioners](#)

PRIOR REVIEW: The Historical Commissioners identified and reviewed the 2021 Key Accomplishments and Noteworthy Achievements and formulated their 2022 Work Plan at their regular monthly meetings, and approved the final versions on November 17, 2021.

BACKGROUND:

The Historical Commission provides leadership in raising awareness of Lacey's history and preservation of local historic resources. The Commission guides the creation of public education and interpretive programs, encourages preservation of items and properties that are of historical significance, and reviews nominations to the Lacey Register of Historic Places.

Each year the Historical Commission identifies priorities for the upcoming year and reports out a yearly work plan to the full City Council.

ADVANTAGES:

1. City Council is advised of the work accomplished by the Historical Commission in 2021 and the scheduled activities for 2022.

DISADVANTAGES:

1. None identified.

2021 Key Accomplishments & Noteworthy Achievements City of Lacey Historical Commission

Approved by the Historical Commission on December 15, 2021

KEY ACCOMPLISHMENTS:

New Lacey Museum Project

- KMB Architects completed the construction documents for the new Lacey Museum and Cultural Center. The Heritage Capital Projects Grant for the architecture and engineering was wrapped up June 30.
- The new museum exhibits were developed through schematic design with Pacific Studio. Funding was provided by Lacey Fire District 3.
- A sign with information on the new project was installed at the corner of Pacific Avenue and Lebanon Street.
- The new museum project was approved for Salmon-Safe certification.
- A request for proposal was sent out for a cultural resources survey. Cardno was awarded the bid for the project. Work began on November 10 and is expected to be completed no later than mid-February.
- A funding timeline for the project was developed.

Lacey Depot

- The Lacey Depot site opened a few days before January 1.
- A third interpretive panel about the Lacey Rotary Club (they funded the playground and the panel), was researched, written, designed and installed.
- The City launched a pilot Food Truck Plaza program at the Lacey Depot site. There are plans to continue this project into 2022 with improvements.
- The Commission reviewed and approved the Lacey Depot rental policy. There were 13 reservations for a total of \$1,100 in revenue.

Lacey Museum

COVID restrictions continued to be a major theme for the museum this year.

Fortunately, the museum was able to open July 1 with a new exhibit called "Who Are We? Washington".

- The museum had 220 walk-ins and 588 participants in virtual programs for a total of 786 attendees. These levels are higher than what we were seeing in 2018, which is the most recent "normal" year for comparison.
- The 2021 History Talks! Speaker Series saw **588** participants. This compares to **276** participants in 2020. Going virtual allowed us to attract a loyal following, but many participants still miss the in-person gathering. Although the plan was to start with a hybrid program in the fall, due to a resurgence in the pandemic, they remained virtual throughout the year.
- **22** new acquisitions were reviewed and approved by the Commission. This represents approximately **343** new items.
- **10** volunteers gave **294.5** hours to the museum. Volunteers were allowed to return July 1, and although it was slow getting back up to speed, the museum is now nearing usual volunteer levels.

- Work continued on cataloguing the museum's collections into the database. **111** records were entered. This is a low number, mostly because only one volunteer was working on this and staff time was devoted to digitization of the Lacey Leader collection rather than entering new records. It continues to be challenging for staff to keep up with the cataloguing backlog.
- Staff spent **68** hours (or 8.5 days) filling **34** customer service requests. Service requests are picking back up, but the number continues to be lower than before. Some of this decline may be due to the online collections portal, allowing researchers in some cases to serve themselves.
- The Commission reviewed, updated and approved the 10-year strategic plan for the museum.
- City staff worked with a consultant to develop the new website.

Grants

- The City was awarded a \$5,000 Thurston County Heritage grant to continue work on cataloguing the Lacey Leader negative collection. To date **3,317** records (representing 12,469 strips and 53,846 images) have been entered for this project. Cataloguing is 95% complete. Digitization continues and so far **9,033** images have been scanned and **7,361** attached to the database. Digitization is 15% complete. The City applied for a \$5,000 grant to continue this project in 2022.
- The City was awarded a \$608,000 Heritage Capital Projects Grant from the Washington State Historical Society to fund a portion of preparing the new museum site for construction, including removal of the existing warehouse building.
- The City was awarded a Nisqually Tribe Charitable Funds request for \$7,500 to pay for LEED Commissioning/Salmon-Safe Certification for the new museum project.
- The City was awarded a \$5,616 Diversity in Local History grant to pay for an intern to work on the Jackson interpretive marker and to begin a collections audit on Black history in the Lacey area from 1950-1975.

Historic Properties

- Commissioners Black and Thirtyacre worked on writing a revised nomination form for the Jacob Smith House to make future design reviews clearer.

Other accomplishments not on the 2021 Work Plan

- Youth Representative Nathan Miller joined the Commission. The Commission said goodbye to Commissioner Seth Huff.
- The Thurston County Historical Commission approached the LHC with a proposal to develop an interpretive kiosk at the Regional Athletic Complex. The Commission will put this partnership project on their 2022 work plan.

Lacey Historical Commission WORK PLAN for 2022

Approved 11/17/21

Task	Responsible Commissioner	Staff Contact	Status	Target Completion date
NEW LACEY MUSEUM PROJECT				
1. Review & revise strategic plan for the museum.	All Commissioners	Jen Burbidge & Erin Quinn Valcho		January 2022
2. Determine the Historical Commission's role in the capital campaign.	All Commissioners	Jen Burbidge & Erin Quinn Valcho		
LACEY MUSEUM				
1. Promote the Lacey Museum to build a network of supporting patrons who love history and the museum.	All Commissioners	Erin Quinn Valcho		Ongoing.
2. Serve as volunteer docents and offer guided tours to visitors at the museum and during special events as needed.	All Commissioners	Erin Quinn Valcho		As needed.
3. Assist staff with museum programming as needed.	All Commissioners	Erin Quinn Valcho		
LACEY DEPOT				
1. Participate in the Grand Opening Event	All Commissioners	Jen Burbidge		Spring 2022
MAY IS LACEY HISTORY MONTH				
1. Solicit, review and approve nominations for Lacey Historian of the Year.	All Commissioners	Erin Quinn Valcho		March-April
2. Accept the Lacey History Month Proclamation at a City Council meeting.	Chair	Jen Burbidge		May
LACEY HISTORICAL COMMISSION POLICIES AND PROCEDURES				
1. Update 1991 policies and procedures for the operation and guiding principles for the Historical Commission.	Ad Hoc Policy-StEPs Committee	Erin Quinn Valcho		
THURSTON THROWBACK				
1. Participate in development and staff a booth at the Thurston County Fairgrounds	Erich Ebel	Erin Quinn Valcho		August 7, 2022
CHAMBERS PRAIRIE CABIN				
1. Continue researching the preservation opportunities and potential use of portions of the cabin in a new exhibit at the Lacey Museum at the Depot.	Volunteer: Shirley Binkley?	Erin Quinn Valcho	Lanny Weaver and Shirley Binkley are working on it.	
GRANTS (Consider projects for the following grant funds)				
<u>Valerie Sivinski Fund:</u>		Jennifer Burbidge		October 2022
<u>Thurston County Heritage Grant:</u>		Erin Quinn Valcho	Continuing the Lacey Leader project.	August/Sept 2022
<u>CLG Grant:</u>		Erin Quinn Valcho		May 2022?
<u>Nisqually Charitable Funds:</u>		Erin Quinn Valcho		Fall 2022
<u>BNSF Grant:</u>		Jen Burbidge		
<u>Capital Heritage Grant:</u>	All Commissioners	Jen Burbidge & Erin Quinn Valcho	Not applying in 2022.	
<u>William G. Pomeroy Foundation, National Register Signage Program</u>		Erin Quinn Valcho	Signage at the pioneer cemetery	
HISTORIC PROPERTIES				
1. Identify at least two properties from the historic property inventory that could be added to the Lacey Historic Register.				
COMMISSION & TRIBAL RELATIONS				
1. Attend a Nisqually Tribal Council meeting	Erich Ebel, Sarah Thirtyacre	Erin Quinn Valcho		

Task	Responsible Commissioner	Staff Contact	Status	Target Completion date
2. Attend a tribal community event (Nisqually or Squaxin Island)	Erich Ebel, Alan Tyler	Erin Quinn Valcho		
RAC KIOSK				
1. Work with the Thurston County Historical Commission to develop an interpretive kiosk at the Regional Athletic Complex.	Jim Keogh	Erin Quinn Valcho		2022
2023 PARKS, CULTURE & RECREATION COMPREHENSIVE PLAN UPDATE				
1. Participate in the development of the 2023 update as it relates to the museum and historic preservation.	All Commissioners	Jennifer Burbidge		2023

Historical Commission
3 Year Term – 2 Term Limit* (LMC 2.42)
3rd Wednesday, 6 p.m., City Hall

9/13/2022 2nd Term <i>General Commissioner</i> <i>City (appointed 8.22.19)</i>	Erich Ebel, Chair
9/13/2023 1st Term, <i>General Commissioner</i> <i>(appointed 11.5.2020)</i>	Jim Keogh
9/13/2022 2nd Term <i>Professional Commissioner</i> <i>(appointed 8.22.19)</i>	Alan Tyler
9/13/2022 1st Term <i>Professional Commissioner</i> <i>UGA (appointed 01.17.19)</i>	David Black
9/13/2022 1st Term <i>Professional Commissioner UGA</i> <i>(appointed 8.22.19)</i>	Kimberly Goetz
9/13/2022 1st Term <i>General Commissioner</i> <i>(appointed 8.22.19)</i>	Sarah Thirtyacre, Vice-Chair
9/13/2023 Unexpired Term <i>General Commissioner</i>	VACANT
One-year term only Youth Commissioner	Nathan Miller nmiller@popejp2hseagles.org
<i>Staff Contact:</i>	Jennifer Burbidge Parks, Culture & Recreation Director jburbidge@ci.lacey.wa.us
Museum Hours: Thursday-Friday 11-3 Saturday 10-4	Erin Quinn Valcho Museum Curator equinnva@ci.lacey.wa.us

**If there are no applicants for a vacant position one (1) month prior to the expiration of term, the incumbent may be re-appointed to an additional three (3) year term by the Mayor with the approval of the City Council.*



LACEY CITY COUNCIL WORKSESSION

February 24, 2022

SUBJECT: 2022 Lacey City Council & Commission on Equity Joint Meeting

RECOMMENDATION: Brief City Council on the Commission on Equity's 2022 Work Plan. At the conclusion of the briefing, approve a motion to accept the 2022 Work Plan.

STAFF CONTACT: Scott Spence, City Manager *SS*
Shannon Kelley-Fong, Assistant City Manager *SKF*

ORIGINATED BY: City Manager's Department

ATTACHMENTS: 1. [Draft Commission on Equity - 2022 Work Plan](#)

FISCAL NOTE: The 2022 budget includes sufficient funding to perform the identified work plan items.

PRIOR REVIEW: None.

BACKGROUND:

On January 21, 2021, the Lacey City Council established the Commission on Equity ("COE") with Ordinance 1581. The COE, an advisory body to the Lacey City Council, is tasked with providing recommendations on ways to:

- identify and advance opportunities that will create a more welcoming community;
- continue critical conversations on race and equity;
- seek greater participation from underrepresented community members; and
- identify existing gaps and barriers which could prevent full participation in government and public policy.

The purpose of the joint meeting between the Lacey City Council and the COE is to review and requested Lacey City Council approval to adopt the Commission on Equity's 2022 Work Plan. At the joint meeting, the Lacey City Council and COE will have the opportunity to ask questions, discuss the program schedule, and add, remove or re-prioritize items on the COE's 2022 Work Plan.

The COE's 2022 Work Plan overviews the tasks that the COE is anticipated to begin, continue, or complete within this year. The COE's 2022 Work Plan was reviewed and approved by the COE at their December 27, 2021 meeting.

The 2022 Work Plan includes an overview of the COE's 2021 efforts, including an overview of the two Community Engagement Sessions held in November and the online, alternative engagement opportunity that was available to the public from November to December of last year.

Items identified in the COE's 2022 Work Plan include:

- Holding a joint meeting(s) with Lacey City Council to discuss workplan, COE projects, strategic plan, etc.
- Continuing work on the Diversity, Equity, and Inclusion Strategic Plan, including extensive public outreach and engagement. This is one of the COE's main focuses in 2022. The Diversity, Equity, and Inclusion Strategic Plan that will help guide future equity work in the City and greater community. The Diversity, Equity, and Inclusion Strategic Plan is anticipated to be completed in September 2022.
- Reviewing the draft City of Lacey Communications Plan, and other policy documents, as they come up.
- Working collaboratively with community partners, e.g., North Thurston Public School, other education entities, Timberland Library, Lacey Museum, etc.
- Reviewing City recognitions.
- Reviewing the new website.
- Continuing work on Indigenous land recognition possibilities and future collaborations with local tribes.
- Hosting focus group meetings with a diversity of community stakeholder groups.
- Beginning work on an Equity Tool.
- Beginning work on an Equity Map.
- Hosting additional Community Engagement Sessions and other outreach opportunities.
- Continuing presentations from City Departments: Police, Community and Economic Development, Parks, Recreation, and Culture, Public Works, Finance, Public Affairs.
- Working on a potential Juneteenth Event collaboration, as well as considering other event collaborations.
- Join and/or partner with other community events, e.g., Lacey's Cultural Celebration.

ADVANTAGES:

1. Reviewing the COE's 2022 Work Plan provides an opportunity for the Lacey City Council to ask questions on specific work topics and reprioritize the work program based on emerging or changing issues.

2. Approving the COE's 2022 Work Plan provides direction for the COE's 2022 activities.

DISADVANTAGES:

1. No disadvantages identified.



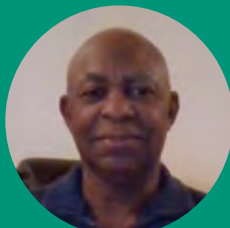
COMMISSION ON EQUITY



MEET THE MEMBERS



ALANIS
Blackburn



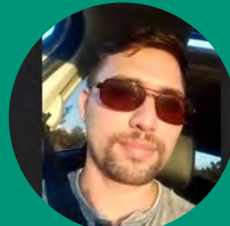
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ANNIE
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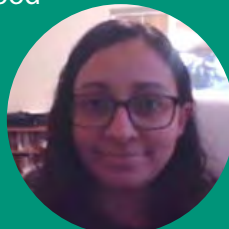
JON
Hegwood



THELMA
Jackson



KIM
Sauer



KRISTINE
Stolberg

2022 WORKPLAN

On January 21, 2021, the Lacey City Council established the Commission on Equity with Ordinance 1581. The Commission, an advisory body to the Lacey City Council, is tasked with providing recommendations on ways to:

- Create a more welcoming community.
- Continue critical conversations on race and equity.
- Increase involvement from underrepresented community members.
- Remove barriers that prevent full participation in government and public policy.

JOIN US!

The public is invited to attend the Lacey Commission on Equity meetings on the 4th Monday of the month at 5:30 p.m. You can provide public comment during the meeting or by emailing **COE@ci.lacey.wa.us**.

LEARN MORE

Visit
**[ci.lacey.wa.us/
LaceyEquity](https://ci.lacey.wa.us/LaceyEquity)**
or scan the
QR code.



Background

In 2018, the City Manager's Department began a series of exploratory meetings with civic leaders from historically underrepresented community groups. This group served as the Workgroup on Equity. The purpose of the Workgroup on Equity was to learn about a diversity of experiences in the community and racial inequity issues. The group held around five meetings.

The following participants shared experiences as part of the Workgroup and in individual discussions with City staff:

Dr. Thelma Jackson
Foresight Consultants

Tam Q. Dinh, Ph.D., LICSW
Saint Martin's University

Nam D. Nguyen
Commissioner, Assistant Attorney General's Office

Mustafa Mohamedali, PE, PMP
Social Secretary, Islamic Center of Olympia

Antonio Gallegos
Commission on Hispanic Affairs (Former Commissioner)

Bishop Lorenzo Peterson
Pastor of New Life Baptist Church of Lacey
(Commission on Equity appointment recommendations)

From these discussions, City staff developed a proposal to create an advisory board to the Lacey City Council, the Commission on Equity.

On January 21, 2021, the Lacey City Council established the Commission on Equity ("COE") with Ordinance 1581. The COE, an advisory body to the Lacey City Council, is tasked with providing recommendations on ways to:

- Identify and advance opportunities that will create a more welcoming community.
- Continue critical conversations on race and equity.
- Seek greater participation from underrepresented community members.
- Identify existing gaps and barriers which could prevent full participation in government and public policy.

Recommending Commissioners: Several Workgroup on Equity members served an integral role in reviewing and recommending commissioners to serve on the COE.

The following community members were appointed to serve as commissioners on the COE:

- Thelma Jackson, Chair
- Cliff Brown, Vice Chair
- Annie Clay
- Makieda Hart
- Jon Hegwood
- Kim Sauer
- Kristrine Stolberg

Later, the Lacey Youth Council selected Alanis Blackburn as its representative to the COE for 2021-2022. Each year, the Lacey Youth Council will select a representative to serve on the COE.

City Staff Support:

Shannon Kelley-Fong, Assistant City Manager

Meeting Schedule: Fourth Monday of the Month, 5:30 p.m., Remote / City Council Chambers (when possible)

Review of 2021 COE Activities

The COE held its first meeting in June 2021. **Table A** provides a succinct overview of COE efforts over the first six months.

Table A	
Overview of Commission on Equity Work June to December 2021	
Month	Activity
June	• Welcome & Overview of the Commission on Equity • Open Government Training • Term Discussion • Review of Advisory Boards and Commissions – Standards, Protocols, and Ground Rules Handbook • Procedures & Elements Discussion
July	• Draft Rules of Procedure Overview • Roberts’s Rules, Revised Overview and Practice • Nominations of Officers (Chair, Vice Chair) • Strategic Diversity, Equity, and Inclusion Plan Introduction and Work Plan Overview • Overview of Equity Work Group
August	• Strategic Diversity, Equity, and Inclusion Plan - Workshop #1 – Where have we been? Where do we want to go? • Position Selection for Terms • Vice Chair Selection • Draft Work Plan Overview • Inspirational Item and Enhanced Community Dialogue Discussion

September	• Human Resources & Internal Diversity, Equity and Inclusion Efforts • Strategic Diversity, Equity, and Inclusion Plan - Workshop #2 – Creating an Equity Values Statement • Demographics and City Overview • Draft Work Plan & Community Engagement Session Discussion (Continued)
October	• Strategic Diversity, Equity, and Inclusion Plan – Workshop #6 – How We Listen • November Community Engagement Sessions Discussion • Juneteenth Presentation • Lacey Cares Initiative Overview • November Community Engagement Sessions Update
November	• Held two Community Engagement Listening Sessions • November Community Engagement Sessions Review • Indigenous Acknowledgements & Future Collaboration • 2022 Workplan & Budget Discussion
December	• Strategic Diversity, Equity, and Inclusion Plan – Workshop #3 – Creating a Mission Statement • 2022 Workplan Approval • Report on Community Relations Committee Meeting on December 6, 2021 • Juneteenth Update following meeting with Fred U. Harris Lodge

Community Engagement Sessions

In November 2021, the COE held two Community Engagement Sessions at City Hall and created an alternative, online engagement opportunity. Feedback from the sessions and online opportunity were organized in five broad categories:

- 1) Partnerships
- 2) Accessibility
- 3) Outreach
- 4) Inclusivity
- 5) Evaluations and Benchmarks.

The below provides a general overview of the sentiments expressed to the COE. Notably, within these categories feedback is not provided verbatim, rather it is broadly captured. To hear what was expressed by each community participant or Commissioner, please view the recordings [November 15](#) and [November 20](#).

Partnerships:

- Explore partnerships with Timberland Library, North Thurston School District, other local entities.
- Increase communication with JBLM, new families to area.
- Increase communication with new residents.

Accessibility:

- Be sure to consider individuals with disabilities.
- Be sure to consider individuals with limited or no access to internet.
- Enhance broadband access across the County.

- Make City materials accessible, e.g., ASL interpreters, closed captioning, consider design that makes materials accessible for individuals with color blindness.
- Consider language and cultural barriers.
- Mask are barriers currently to hearing individuals in the Sessions.
- Communities members with language, cultural, or other barriers to information may feel limited in who they contact at the City.

Outreach:

- Expand the City newsletters and have an established contact at the City available to provide more information.
- Flyers in grocery store, park signage.
- Go to where the people are / go into the community for engagement.
- Use banners / Electronic reader boards.
- Make online materials, like the survey, 100% accessible.
- Use newspaper ads.
- Leverage community partnerships.
- Consider hosting additional forums and/or focus groups.
- Engage in more community engagement and dialogue.
- Engage more high school youth / youth voices.
- Outreach and engagement with Homeless Youth.
- Create an outreach list with local organizations / entities.
- Use Community liaisons to reach out to communities.
- Get creative in approaches.
- Find locations that may be less intimidating than City Hall to meeting with the community.
- Create an environment of trust when community members feel they can bring up items and/or issues they may be encountering.
- Center on the voices that are impacted and historically marginalized.
- Concerns on cost of living increases impacting the ability for all community members to participate in decisions.

Inclusivity:

- Expressed that visuals in the community matter, e.g., military statue.
- Create an indigenous land recognition.
- Create a list of who attends/is a part of celebrations; do an audit of who is left off those lists.
- Consider celebrations like Juneteenth, Lacey Pride, Local Tribe events, etc.
- Consider hosting additional forums and/or focus groups.
- Explore expanding the existing community center for large events and programming.
- Explore increasing representation on boards and commissions in the community, this includes the city as well as other governmental entities in the community.
- Concerns expressed regarding businesses in the City.
- Judge people by content of character; expressed the commission was the wrong direction.
- Consider issues of housing and financial issues.

- Have empathy for others.
- Craft a mission statement.
- Increase diversity in the City organization, as well as outside of the City, e.g., Police.
- Look at hiring practices with focus on if credentials and degree requirements are absolutely necessary to the job.
- Enhance community building capacities.
- Create employee-driven BIPOC support group at the City.

Evaluation / Benchmarks:

- Evaluate who we are reaching out to and if it is effective and identify gaps.
- Clearly identify what the City can actually control.
- Evaluate way to close identified gaps.

Following the two Community Engagement Sessions, the COE discussed what they heard from the events and considered ways to enhance and augment community participation and engagement with the COE moving forward. Items discussed included:

- Holding focus groups.
- Holding meetings in the community where people are.
- Having a presence at events in the community.
- Increasing communication efforts.
- Being creative and flexible about future community engagement.

COE's 2022 Workplan:

Building off the COE's work in 2021, the following items are included in the COE's 2022 Work Plan:

- Holding a joint meeting(s) with Lacey City Council to discuss workplan, COE projects, strategic plan, etc.
- Continuing work on the Diversity, Equity, and Inclusion Strategic Plan, including extensive public outreach and engagement. This is one of the COE's main focuses in 2022. The Diversity, Equity, and Inclusion Strategic Plan that will help guide future equity work in the City and greater community. The Diversity, Equity, and Inclusion Strategic Plan is anticipated to be completed in September 2022.
- Reviewing the draft City of Lacey Communications Plan, and other policy documents, as they come up.
- Working collaboratively with community partners, e.g., North Thurston Public School, other education entities, Timberland Library, Lacey Museum, etc.
- Reviewing City recognitions.
- Reviewing the new website.
- Continuing work on Indigenous land recognition possibilities and future collaborations with local tribes.
- Hosting focus group meetings with a diversity of community stakeholder groups.
- Beginning work on an Equity Tool.
- Beginning work on an Equity Map.
- Hosting additional Community Engagement Sessions and other outreach opportunities.
- Continuing presentations from City Departments: Police, Community and Economic Development, Parks, Recreation, and Culture, Public Works, Finance, Public Affairs.

- Working on a potential Juneteenth Event collaboration, as well as considering other event collaborations.
- Join and/or partner with other community events, e.g., Lacey's Cultural Celebration.

Table B provides a tentative timeline of the 2022 Work Plan items.

Commission on Equity- 2022 Work Plan

TABLE B						
2022 Workplan – Tentative Timeline						
Item	January	February	March	April	May	June
DEI Strategic Plan	Workshop 4 - Creating a Vision Statement	Workshop 5 - Values Based Decision Making in Practice	Workshop 7 - Creating and Prioritizing action	Workshop 8 - What's in our DEI Strategic Plan?	Workshop 9 - Monitoring and accountability of DEI Strategic Planning	Public Engagement & Outreach
DEI Strategic Plan - Research						
Review Communications Plan						
City Recognitions Review & Recommendations Heritage Month Recognitions						
Work collaboratively with community partners, e.g., North Thurston Public School, other education entities, Timberland Library, Lacey Museum, etc.						
City Department Presentations	Parks - LCC	LPD		Parks – Field Policy		TBD
Website Review						
Equity Tools						
Equity Map						
Joint Meeting with the City Council		2/24/2022				
Focus Groups						
Continue work with Indigenous tribes on recognition & collaborations						
Community Engagement Sessions						
Meeting with Lacey Community Relations Committee (3 Commissioners)						
Juneteenth Celebration Collaboration						6/18/2022
Workplan - 2023						
Lacey's Cultural Celebration						

Commission on Equity- 2022 Work Plan

TABLE B (continued)						
2022 Workplan – Tentative Timeline						
Item	July	August	September	October	November	December
DEI Strategic Plan	Public Engagement & Outreach, Review	Workshop 10 - Time for Reflection	Recommendation to City Council			
DEI Strategic Plan - Research						
Review Communications Plan						
City Recognitions Review & Recommendations Heritage Month Recognitions						
Work collaboratively with community partners, e.g., North Thurston Public School, other education entities, Timberland Library, Lacey Museum, etc.						
City Department Presentations			TBD		TBD	
Website Review						
Equity Tools						
Equity Map						
Joint Meeting with the City Council						
Focus Groups						
Continue work with Indigenous tribes on recognition & collaborations						
Community Engagement Sessions						
Meeting with Lacey Community Relations Committee (3 Commissioners)						
Juneteenth Celebration Collaboration						
Workplan - 2023						
Lacey's Cultural Celebration						