MINUTES OF LACEY COMMISSION ON EQUITY,
MONDAY, AUGUST 23, 2021
VIA ZOOM WEBINAR

EQUITY COMMISSIONERS PRESENT: Chair Thelma Jackson, Commissioners Cliff Brown, Annie Clay Kristine Stolberg, Jon Hegwood, Makeda Hart, Kim Sauer

EQUITY COMMISSIONERS ABSENT: None

COUNCIL PRESENT: None

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager (ACM)

CALL TO ORDER:
Chair Jackson called the meeting to order at 5:33 p.m.

1. APPROVAL OF AGENDA AND CONSENT AGENDA:

Approval of Agenda, Previous Meeting Minutes, and Consent Items
- Approval of Agenda
- Meeting Minutes from July 26, 2021

COMMISSIONER HART MOVED TO APPROVE THE MINUTES AND MEETING AGENDA. COMMISSIONER BROWN SECONDED. MOTION CARRIED.

2. BUSINESS ITEMS:

2. (A) Diversity, Equity, and Inclusion Strategic Plan - Workshop #1.

Tevin Medley of the Athena Group began the Diversity, Equity, and Inclusion Strategic Plan workshop with an interactive activity where commissioners and staff explained stories about their names and how individuals felt entering the workshop space.

Mr. Medley provided a land acknowledgement honoring and recognizing the lands of indigenous peoples in the pacific northwest.

Mr. Medley provided an overview of “community guidelines” which were defined as helpful tools for talking through different experiences individuals share at Commission on Equity meetings. Commissioners did not provide any additions to the guidelines as reviewed by Mr. Medley.

Mr. Medley provided an overview of the workshops for the development of the Diversity, Equity, and Inclusion Strategic Plan, focusing on the first five workshops.

Chair Jackson raised concerns about community engagement during this process and the desire to learn more about the needs of the community through outreach and assessment. Discussion ensued about community engagement, values-based planning processes, Commission on Equity work, and the need for demographic information on the greater community.

Mr. Medley provided an overview of Washington Office of Financial Management glossary of diversity, equity, and inclusion terms, noting that this list was not exhaustive but served as a good starting point.

Mr. Medley provided an overview of values-based decision making, mission statements, vision statements, and equity and value statements.

Mr. Medley led the Commission through an interactive activity centered around three challenges Commissioners faced in the past and asked Commissioners to categorize the challenges into two lists: 1) challenges that could have been prevented, addressed or changed by city government laws or policy; and 2) challenges that could not have prevented, addressed or changed by city government laws or policy. Mr. Medley communicated that Commissioners only share what was comfortable to them. Commissioners shared experiences of challenges they faced. Discussion ensued.

Mr. Medley overviewed a list of values and asked Commissioners to select five values from the list that resonated and were non-negotiable for them for the next workshop. Mr. Medley explained that this activity would be used to start crafting a value statement for the Commission on Equity. Mr. Medley explained that an anonymous survey would be sent to the Commissioners to be filled out prior to the next meeting as well. Discussion ensued on the process and demographic data.

2 (B) Position Selection for Terms.

Assistant City Manager Shannon Kelley-Fong provided an overview of commissioner terms per the Commission on Equity policy and the operational benefit of having staggered terms. ACM Kelley-Fong recommended that commissioners be randomly selected if more than four commissioners were interested in the terms with the one-year extension (Positions 4, 5,6 and 7).
Discussion ensued.

Four commissioners indicated interest in the extended one-year terms: Commissioner Brown, Commissioner Hegwood, Commissioner Sauer, and Commissioner Stolberg. The group agreed that Commissioner Brown, Commissioner Hegwood, Commissioner Sauer, and Commissioner Stolberg would serve as Positions 4,5,6, and 7. The group agreed that Commissioner Clay, Commissioner Jackson (Chair), and Commissioner Hart would serve as Positions 1,2, and 3.

2. (C) Vice Chair Selection.
ACM Shannon Kelley-Fong provided an overview of vice-chair selection and how the Commission deferred the selection of this position from the July meeting to this meeting.

COMMISSIONER HEGWOOD MOVED TO APPROVE COMMISSION BROWN AS THE VICE-CHAIR. COMMISSIONER HART SECONDED. MOTION CARRIED.

Discussion ensued on duration of the Chair and Vice-Chair.

2. (D) Draft Work Plan Overview

ACM Kelley-Fong provided an overview of the draft work plan for the Commission on Equity including what a work plan is and why it is important for City advisory boards and commissions. ACM Kelley-Fong shared potential work projects for the Commission on Equity in the last few months of 2021 and in to 2022, including continuing work on the diversity, equity, and inclusion strategic plan, working with the Nisqually and Squaxin Tribes to determine best practices for land acknowledgements, reviewing City communication and engagement efforts, working on creating a 2022 work plan, and learning more about City departments and services. Chair Jackson expressed that the future DEI Strategic Plan should be infused in to with other City planning documents. Chair Jackson raised concerns about the draft work plan workload and expressed that racism should remain a primary focus of future Commission on Equity work. Discussion ensued.

2. (E)Inspirational Item and Enhanced Community Dialogue Discussion

ACM Kelley-Fong provided a review of the proposed Inspirational Item desired to be added to future Commission on Equity agendas by Commissioner Clay.

COMMISSIONER HEGWOOD MOVED TO APPROVE THE ADDITION OF AN INSPIRATIONAL ITEM TO FUTURE COMMISSION ON EQUITY MEETINGS. COMMISSIONER CLAY SECONDED. MOTION CARRIED.

At the request of the Commission, Commissioner Clay shared a reading to illustrate what this agenda item could look like. Commissioner Hart volunteered to provide a reading for the September Commission meeting.

ACM Kelley-Fong provided an overview of how the Commission on Equity could hold community engagement sessions at Special Meetings in the future. ACM Kelley-Fong recommended that these sessions be held outside of Regular meetings and on a frequent basis. Discussion ensued. Commissioners expressed a desire to host a listen session this Fall, to create an email address for the Commission on Equity to receive public comment and questions from the general public, and for high level demographic information on the City of Lacey.

3. **COMMISSIONER REPORTS:**

Commissioner Hegwood recommended the Commissioners unable to introduce themselves at the last meeting and provide their reasons as to why they wanted to be a member of the Commission. Chair Jackson recommended that this occur at the next meeting due to it being close to 8:00 P.M.

No commissioner reports were provided.

4. DIRECTOR REPORT

No report was provided by ACM Kelley-Fong.

5. ADJOURN

Chair Jackson adjourned the meeting at 8:04 p.m.