



COMMISSION ON EQUITY AGENDA

AUGUST 22, 2022

5:30 P.M.

IN-PERSON & REMOTE ATTENDANCE

In-person attendance: Lacey City Council Chambers, 420 College St SE, Lacey WA 98503

Remote attendance: You may view and/or provide public comment at the Commission on Equity meeting by watching live on Zoom.

(https://us02web.zoom.us/webinar/register/WN_ZqJ6HGNdRrG7W6TEH0mmMw)

The public may also listen to the meeting via telephone by dialing toll-free:
(888) 788-0099 or **(877) 853-5247** - when prompted enter **Webinar ID**
press #: 899 1501 7523 (*participant ID not required*)

Watch live or as a recording on YouTube. (<https://youtu.be/IEM8StGd0dg>)

CALL TO ORDER: 5:30 P.M.

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

- Approval of Agenda
- [Meeting Minutes from July 25, 2022](#)

2. Public Comment

By Zoom - Please raise your hand to provide public comment.

By Phone – Please press *9

3. Inspirational Item

Commissioner Clay

4. Business Items:

A. Finance Presentation

Troy Woo, Finance Director

B. [Strategic Diversity, Equity, and Inclusion Plan Workshop – Focus Areas, Impact Statements, and Strategies, Part 3](#)

Shannon Kelley-Fong, Assistant City Manager

5. Commissioner Reports

6. Director Report

7. ADJOURN

Next Meetings & Events:

- **Commission on Equity Regular meeting** – Monday, September 26, 2022 - 5:30 p.m. at City Hall or remote.

**MINUTES OF LACEY COMMISSION ON EQUITY,
MONDAY, JULY 25, 2022
VIA ZOOM WEBINAR**

EQUITY COMMISSIONERS PRESENT: Vice Chair Cliff Brown, Annie Clay, Jon Hegwood, Kristine Stolberg, Makeda Hart

EQUITY COMMISSIONERS ABSENT: Chair Thelma Jackson, Kim Sauer

COUNCIL PRESENT: None

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager (ACM); Scott Egger, Director of Public Works; Aubrey Collier, City of Lacey Engineer Peter Brooks, Water Resources Manager; Scott Devlin, Public Works Operations Manager; Rafael Fernandez, Management Analyst

RECORDING: [Commission on Equity - July 25, 2022 - YouTube](#)

CALL TO ORDER:

Vice Chair Brown called the meeting to order at 5:30 p.m.

1. APPROVAL OF AGENDA AND CONSENT AGENDA:

Approval of the Consent Agenda:

- Approval of Agenda
- Meeting Minutes from June 27, 2022

COMMISSIONER HEGWOOD MOVED TO APPROVE THE CONSENT AGENDA.
COMMISSIONER CLAY SECONDED. MOTION CARRIED.

2. PUBLIC COMMENT:

Virtual – No Public Comment

In-person – No Public Comment

Written Public Comments - The deadline to submit written public comments was 12:00 p.m. the day of the meeting. Written comments are not addressed during the meeting; however, they are added to the official record. One (1) written public comment was received and will be made part of the meeting record.

3. INSPIRATIONAL ITEM:

Commissioner Hegwood provided a reading from “The Hope Speech” delivered by former San Francisco Supervisor Harvey Milk on June 25, 1978.

4. BUSINESS ITEMS:

A. Public Works Presentation

Scott Egger, Director of Public Works, provided an overview presentation on the City of Lacey Public Works Department. Aubrey Collier, City of Lacey Engineer, Peter Brooks, Water Resources Manager, and Scott Devlin, Public Works Operations Manager, each gave an overview of their respective departments within Public Works, and showcased

how each of their departments support the varying public work needs within the City of Lacey. Discussion ensued.

B. Strategic Diversity, Equity, and Inclusion Plan Workshop – Focus Areas, Impact Statements, and Strategies, Part 2

Robert “Tevin” Medley, of The Athena Group, reviewed the draft Vision Statement, and definitions of impact statement, indicators, cultural competence, and cultural humility. Medley then discussed the draft focus areas of Workforce & Work Environment and Community Access & Engagement. Commissioners reviewed the draft focus areas, draft impact statements, and draft strategies. Discussion ensued.

C. Flag Policy Review

ACM Kelley-Fong provided an overview of the current flag policy for the City of Lacey (City Council Policy and Procedures Manual Section 5.12), outlined the current six locations where flags are flown by the City, and overviewed the draft language for potential revisions and additions to the City’s flag policy in regards to the Progress Pride Flag, Juneteenth Flag, Nisqually Tribe Flag, and Squaxin Tribe Flag. Discussion ensued.

COMMISSIONER HEGWOOD MOVED TO RECOMMEND REVISIONS TO THE FLAG POLICY BE FORWARDED ON TO THE LACEY CITY COUNCIL FOR APPROVAL. COMMISSIONER HART SECONDED. MOTION CARRIED.

Commission on Equity voted 5-0 in favor of presenting flag code revisions to the Lacey City Council for approval.

D. 2022 Work Plan Check-in

ACM Kelley-Fong reviewed the Commission on Equity 2022 Workplan and provided a brief update on the status of items. Discussion ensued.

4. COMMISSIONER REPORTS

Commissioner Clay asked to get copies of the various reports overviewed by during the Public Works presentation.

Commissioner Hegwood also expressed an interest in the Public Works reports as well as scheduling meetings with local schools and the City of Lacey.

Commissioner Clay volunteered to provide the inspirational item for the next Commission on Equity meeting on August 22, 2022.

5. DIRECTOR REPORT

None.

6. ADJOURN

Vice Chair Brown adjourned the meeting at 8:28 p.m.

COE Agenda 8/22/2022

Time	Item
6:25pm	Brief Overview
6:30pm	Introduce & Start Review of: - Policies, Programs, & Services - Livability
7:30 pm	End Workshop

Overview:



Draft Vision Statement:

The City of Lacey is an inclusive community that embraces the gifts, talents, experiences, and contributions of all community members and works collaboratively internally and externally to advance equity in Lacey.

Lacey is a community where:

- Change starts by **listening**
- Diversity is **celebrated**
- **Actions** are aligned with values
- Opportunities are **equitable**
- Partnerships are **cultivated**
- Barriers to **full participation** are eliminated, and
- **Accountability** is central to achieving the above.

Draft Mission Statement:

The City is committed to delivering exceptional public services, policies, and programs that integrate equity and social justice as core principles as we continue to grow as a vibrant and thriving community.

The City is committed to working collaboratively with community partners to help create equitable access to opportunities and resources for all community members

Draft Values Statement:

The City of Lacey champions change that leads to a more equitable society for ALL community members, regardless of race, gender, income, age, sexual orientation, disability, nationality, religion, gender expression, English proficiency, and educational attainment, among other identities, many of which can intersect to create compounding marginalization or privilege.

We strive to eradicate all forms of racism and oppression, which have had disproportionate negative impacts on Black, Indigenous, and People of Color, through actions, partnerships, support and advocacy.

We recognize the power City government has to impact the lives of our community members. In our City government and operations, we strive to shape, advance, and implement policies, practices, and programs that help eliminate inequities that result from centuries of racism and oppression.

We begin with self-examination and listening and creating platforms for historically marginalized and under-represented communities to be heard. The City is committed to working collaboratively with community partners to help create equitable access to opportunities and resources for all community members.

A closer look at draft Values:

- We champion social change that leads to a more equitable society for ALL community members.
- We strive to eradicate all forms of racism and oppression.
- We recognize the power City government has to impact the lives of our community.
- We begin with self-examination, listening and creating platforms for historically marginalized and under-represented communities to be heard.
- We are committed to working collaboratively with community partners to help create equitable access to opportunities and resources for all community members.

08.22.2022 Jamboard Exercise: [City of Lacey August 22 2022- COE Jamboard - Google Jamboard](#)

Draft City of Lacey Strategic Plan Example: Note, the look of the following table will change as we continue this process. Indicators provided below are examples; we will take a look at indicators later in this process.

GOAL AREA

IMPACT STATEMENT

STRATEGY

INDICATORS

Draft City of Lacey Commission on Equity Workplan 2022-2024			Measurement and Accountability	
Focus Area	Impact statement	Suggested Strategies	Sample Indicators	Baseline Data
Workforce Development & Work Environment	The City of Lacey is actively working to become a culturally competent, diverse organization that implements equitable practices.	B. Continue to enhance recruitment efforts to attract, hire, and retain a workforce that reflects the greater community.	- Staff Demographics: Percentage of staff who identify as people of color and of different genders increasingly matches community demographics, at all levels within the organization. - Application process: Percentage of total job applications received from applicants who identify as people of color and of different genders increasingly matches community demographics. - Retention: Percentage of staff who identify as people of color and of different genders, that remain with City employment over select intervals of time (e.g., 1 year, 5 years, 10 years) - Retention: Percentage of Staff that participate in city-sponsored DEI trainings increases each year.	Historical data and new data

Draft Consolidated Focus Area: Policies, Programs & Services

What we heard so far (Community Engagement, Visioning Efforts, etc.):

Policy Documents:

- Budget alignment with DEI efforts / Budget to reflect priorities for equity and inclusion
- DEI efforts infused in all aspects of City work/services/policies / DEI is considered in decisions that impact the community.
- Provide funding and resources to community groups align with Lacey's DEI efforts
- Delivery of services are changed to address unmet needs
- The budget must reflect the resources needed (people, finances, facilities, programs, etc.) to ensure that diversity, equity, and inclusion are not just rhetorical phrases but actually result in change.
- The City considers all aspects of service delivery and how to implement more equitable programs to serve marginalized communities. The budgeting for these programs should have fundamental requirements "baked in" to serve marginalized communities where they are and to assist in targeted assistance.

Infrastructure / Utilities:

- Enhanced active transportation options and accessibility to basic services. Accessible transportation to all areas in Lacey
- Work with partners to increase public transportation access. (Extending bus routes down Meridian Road to connect to streets into golf course county's (InterCity Transit))
- ADA side-walks in community.
- Enhanced active transportation options and accessibility to basic services.
- Transportation and telework
- ADA side-walks in community.
- Public transportation must be made available to all community members for the purposes of work, education, health care, recreation and access to needed goods and services.
- Internet connectivity is included and monitored in infrastructure planning.

Parks / Environment

- Parks and Recreation access
- Greater access for people with disabilities to parks and recreation activities.
- Greener spaces in more places, as the decisions of placement have typically been biased against marginalized communities.
- Parks & Rec could offer scholarships for kid sports participation so that more low-income kids can be a part of this great opportunity to play together.

Acknowledgements / Events:

- Indigenous land recognition
- Continue to foster opportunities to gather together thru Music In the Park, Cultural Celebrations, Juneteenth, etc.
- Encourage the city to commission artwork that showcases Lacey's diversity.

- Put city art budget to work in locating local artists to add art celebrating different segments of our population.
- Support the Lacey Museum in its efforts to install graphic of diverse history like planned for RAC installation.
- Visuals/Art in the community matter, e.g., military statue.

Public Safety:

- Reduce disproportionality in arrests and sentencing. Make more equal, uniform, and equitable.
- The City ensures that it's criminal justice system is free of bias, prejudice, racial profiling, discrimination, and other forms of racism due to race, ethnicity, gender, sexual preference, lifestyles, etc.
- More focus on restorative justice programming rather than retribution. Reducing recidivism is a primary way to target marginalized communities' outsized representation in the criminal justice system as it is today.
- Make the process to file complaints/concerns about the police department more visible.
- Programming for formerly incarcerated people.
- Create an equitable bail system so that, pre-trial, people do not lose jobs, children, or housing while waiting for trial.

Service Delivery	Policies, Programs & Services	The City works to infuse diversity, equity, and inclusion into all City policies, projects, programs, and services.
Budgeting / Policies		
Transportation / Mobility		
Infrastructure (Utilities)		
Parks		
Public Safety		
Criminal Justice		

Draft Policies, Programs & Services – Strategies			
Draft Strategies		City Role	Lead Dept
City Policies	A. Integrate and reflect equity values in all policy documents, e.g., the Budget, Comprehensive Plan, etc.	Lead	ALL
City Services	B. Provide services that are responsive, transparent, accountable, and welcoming with an emphasis on providing a safe, trusted environment for vulnerable community members.	Lead	All
Public Safety	C. Public safety services (e.g., police, emergency management, and contract court and public defender services) reflect the community, build trusting relationships, and eradicate systems that disproportionately negatively impact communities of color.	Lead Partner	PD HR
Parks, Culture, Recreation	D. Provide robust and community-driven park and recreation resources where physical, financial, and social barriers are eliminated.	Lead	PW
Infrastructure	E. Continue to increase equity across transportation modes and ensure all City facilities and other public assets are accessible and welcoming.	Lead Partner	PW
Utilities	F. Continue to provide affordable essential City utilities and collaborate with external providers to enhance services in the community.	Lead Partner	PW CM
Equity Tool	G. Implement an equity framework tool to help guide policy decisions.	Lead	CM
Acknowledgement / Events	H. Recognize and support community diversity through acknowledgement statements, public art, events and programs.	Lead	CM PCR PA
What is missing?			

Draft Consolidated Focus Area: Livability

What we heard so far (Community Engagement, Visioning Efforts, etc.):

Economic Development:

- A living wage should be accessible to all working people.
- Ensure business start-ups from minority community members are prioritized during the licensure/permitting process, and proper safeguards are in place to determine a business applicant isn't simply "in name" of a minority to take advantage of various programs of aid and taking opportunities away from those these programs are designed to help.
- Increase access to job placement and career advancement services for low-income workers, people with disabilities or other historically marginalized groups.
- Lacey businesses hire locally. Lacey attracts business with living wages. Local high schools and colleges provide training business needs.
- Create give backs to neighborhood impacted by the warehouses

Contracting:

- Lacey hires local contractors when possible
- Information about opportunities made more available to marginalized communities.
- Encourage BIPOC and women owned businesses to participate in contracts. The City and the community at large can prioritize business and contract preference to those from historically underserved communities while ensuring proper vetting of prospective bids.
- Monitor & encourage local and diverse contracting of city projects and services.

Human / Social Services:

- Culturally relevant, culturally inclusive social services
- Improve access to mental health services
- Improved access to food security
- Housing elements
- Provide a comprehensive social services safety net to ensure a reasonable equitable standard of living for all.
- Develop and publish a comprehensive plan to address the homeless population. Share the metrics that show progress over time.
- Identify social service needs considering DEI. Include in service planning surveys or other forms of public input about what services they need most.

Environment:

- The environment! Remove plastic. Environmentally friendly vendors

Partnerships:

- Explore partnerships with Timberland Library, North Thurston School District, other local entities.
- Create and or share collaboration between city and warehouse companies (expanded to businesses)
- Match foster children with homes of same ethnicity (note: not a City function)

- Develop partnerships with ethnic or cultural communities that do not have organizational structures to fully access the Plan, once in place.
- Drill down beyond larger and well-established groups and non-profits to developing partnerships. Seek out and/or respond to smaller groups that have an impact in the community and look for opportunities to enhance their ability to have a greater impact by providing resources.
- Work with community partners to identify ways to achieve the goals in this plan and develop long-term partnerships to ensure goals are met.
- City maintains supportive partnerships with school district, historic society, cultural community leaders, libraries, local non-profits. Collaborations strengthen feeling of safe and welcoming community.

Environment	Livability	The City provides and assists with advancing equitable economic opportunities, a diversity of housing and human services, and a healthy environment for all.
Partnerships		
Social Services		
Individual Family Support		
Housing		
Other Essential Life Activities		
Economic Opportunities		

Draft Livability - Strategies		City Role	Lead Dept.
Economic Development	A. Support and enhance community workforce education, training, and entrepreneurship opportunities that reduce wealth inequities, support underserved communities, and ensure living wages.	Lead	CED
Contracting	B. Raise awareness of contracting and procurement processes to increase opportunities for minority and women-owned businesses.	Lead	PW FI CM
Housing / Homelessness	C. Support efforts to increase homeownership and reduce displacement. Continue to implement and enhance affordable housing and homeless services with community partners.	Lead, Partner	CED CM
Social Services	D. Provide and support social services that meet the needs of the Lacey community.	Lead, Partner	CM CED PW
Partnerships	E. Coordinate and collaborate with local schools, government entities, non-profit groups, and other community stakeholders to advance equity comprehensively in the community.	Lead, Partner, Advocate	CM CED PA
Environment	F. Continue to provide and support actions that enhance the natural environment and eliminate environmental health disparities so that all have the opportunity to achieve their full health potential.	Lead, Partner, Advocate	CM CED PCR