



COMMISSION ON EQUITY AGENDA

JULY 25, 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_52nrpi9_T0qzaFwYQCQ6IWQ)

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 #: 816 6981 9221 (*participant ID not required*)

Watch live or as a recording on YouTube. (<https://www.youtube.com/watch?v=nGyZMtpdPH4>)

CALL TO ORDER: 5:30 P.M.

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

- Approval of Agenda
- [Meeting Minutes from June 27, 2022](#)

2. Public Comment

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

By Phone – Please press *9

3. Inspirational Item

Commissioner Hegwood

4. Business Items:

A. Public Works Presentation

Scott Egger – Public Works Director

B. [Strategic Diversity, Equity, and Inclusion Plan Workshop – Focus Areas, Impact Statements, and Strategies, Part 2](#)

Ronald “Tevin” Medley, The Athena Group

Shannon Kelley-Fong, Assistant City Manager

C. [Flag Policy Review](#)

Shannon Kelley-Fong, Assistant City Manager

D. 2022 Work Plan Check-in

Shannon Kelley-Fong, Assistant City Manager

5. **Commissioner Reports**

6. **Director Report**

7. **ADJOURN**

Next Meetings & Events:

- **Commission on Equity Regular meeting** – Monday, August 22, 2022 - 5:30 p.m. at City Hall or remote.

**MINUTES OF LACEY COMMISSION ON EQUITY,
MONDAY, June 27, 2022
VIA ZOOM WEBINAR**

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

EQUITY COMMISSIONERS ABSENT: Youth Representative Alanis Blackburn

COUNCIL PRESENT: None

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager (ACM); Rafael Fernandez, Management Analyst

RECORDING: [Commission on Equity - June 27, 2022 - YouTube](#)

CALL TO ORDER:

Chair Jackson called the meeting to order at 5:37 p.m.

1. APPROVAL OF AGENDA AND CONSENT AGENDA:

Approval of the Consent Agenda:

- Approval of Agenda
- Meeting Minutes from May 23, 2022

COMMISSIONER STOLBERG MOVED TO APPROVE THE CONSENT AGENDA. COMMISSIONER BROWN SECONDED. MOTION CARRIED.

2. PUBLIC COMMENT: None

3. INSPIRATIONAL ITEM:

No inspirational item was presented. It was noted that Commissioner Hegwood would provide the inspirational item at the July meeting.

4. BUSINESS ITEMS:

A. Strategic Diversity, Equity, and Inclusion Plan Workshop – Focus Areas, Impact Statements, and Strategies, Part 1

Robert “Tevin” Medley, of The Athena Group, reviewed the draft Mission Statement, Vision Statement, and presented on impact statements. Medley then introduced the draft focus areas of Workforce & Work Environment, Community Access & Engagement, and Performance Measures / Benchmarks. Commissioners reviewed the draft focus areas and draft strategies. Discussion ensued.

B. Community Connectivity Analysis Update & Future Community Dialogues

Rafael Fernandez, Management Analyst for the City Manager, provided an update of the Community Connectivity Analysis (CCA) including an overview of the CCA categories of Education, Washington State Government, and the communities of African Americans, Black, Indigenous, and People of Color (BIPOC), and Asian-Pacific Islander. Discussion ensued.

C. Flag Policy Review

Due to time constraint this item was postponed to the Commission of Equity meeting in July 2022.

4. COMMISSIONER REPORTS

Vice Chair Brown provided an overview of the success of the Juneteenth event and the successful partnership with the Fred U. Harris Lodge PHA #70. Vice Chair Brown also recognized Councilmember Ed Kunkel for making the Juneteenth Flag. Chair Jackson echoed the sentiments of Vice Chair Brown, and commended the City of Lacey's participation and willingness to go above and beyond to ensure the success of the Juneteenth event. Chair Jackson also thanked Vice Chair Brown for representing the Commission of Equity during the planning phase of the Juneteenth event.

Commissioner Sauer, serving as the Commission on Equity liaison on the Police Facility Community Advisory Council, provided an update on the initiatives for a new City of Lacey Police Department Station, and the state of the current Police Station.

Chair Jackson commented that she would taking part of the Local Good Governance Coalition's (LGGC) upcoming session on getting involved in Comprehensive Planning updates.

5. DIRECTOR REPORT

ACM Kelley-Fong provided information that the City of Lacey would be undergoing a Comprehensive Plan update in the next few years and that part of this process will be public engagement and outreach. ACM Kelley-Fong also noted that the City of Lacey was actively looking for Commissioners to join the Lacey Planning Commission and noted that Commissioners play a vital role with the Comprehensive Plan update process, as well as other land use and zoning policy recommendations to the Lacey City Council. ACM Kelley-Fong also noted that the City of Lacey Board of Park Commissioners was seeking a Commissioner.

ACM Kelley-Fong mentioned that the City of Lacey continues to work on a Land Acknowledgements and that the Commission on Equity will be asked for input in the near future.

ACM Kelley-Fong acknowledged June 2022 marked the one-year anniversary of the Commission on Equity.

6. ADJOURN

Chair Jackson adjourned the meeting at 8:13 p.m.

COE Agenda 7/25/2022

Time	Item	Comments
6:35pm	Review Draft Vision Statement	
6:45pm	Review: Strategic planning Process	
6:55pm	Focus Areas, Impact Statements and Strategies Part 1 - Continued	
7:35 pm	End Workshop	

07.25.2022 Jamboard Exercise: https://jamboard.google.com/d/10khpSkAf6XKts_SWie3USh-bjkZn1RXTFnPX_PtI6io/edit?usp=sharing

07.22.2022 - Updated 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.

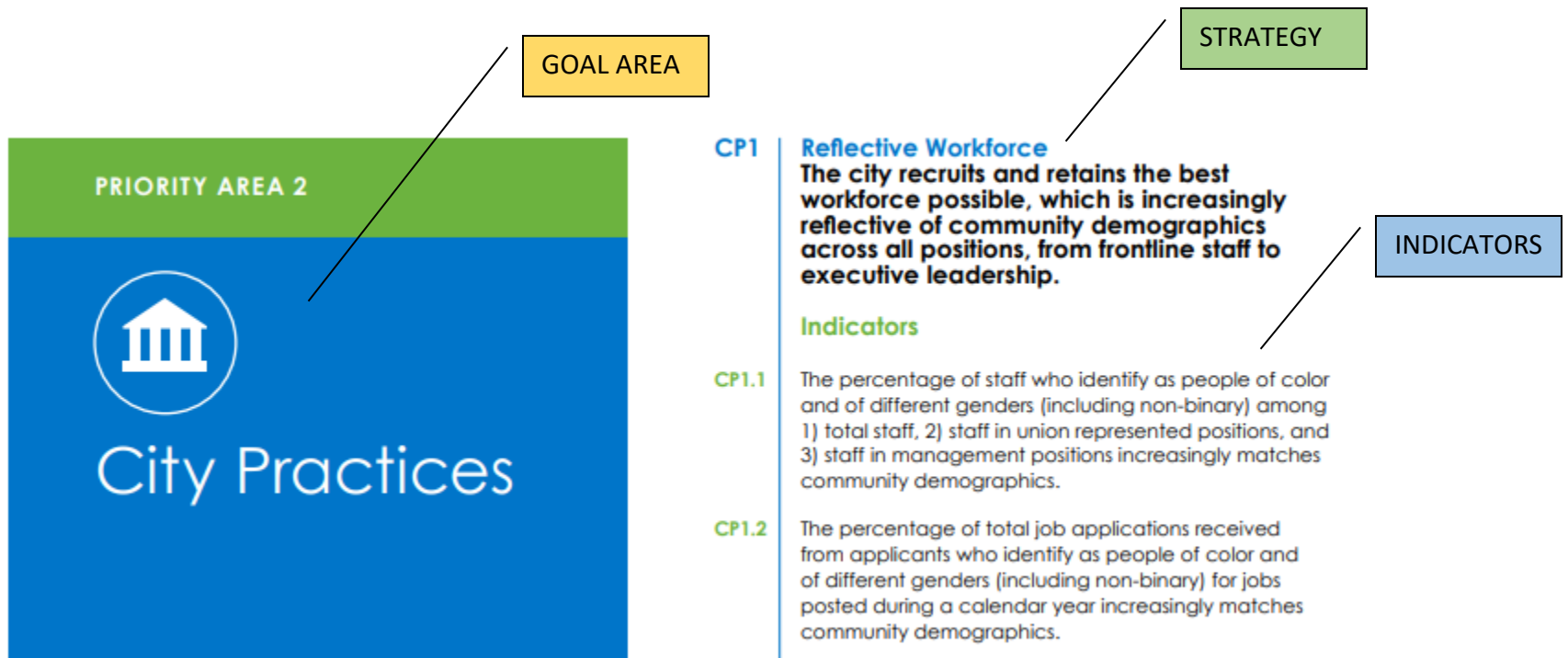
Lacey is a community where:

- 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.

TABLE A		
Draft Consolidated Focus Areas and Impact Statements – Workforce, Engagement, Accountability		
Original Focus Areas	Draft Consolidated Focus Areas	Draft Impact Statements
Workforce Development	Workforce & Work Environment	The City of Lacey is a culturally competent organization that implements equitable practices.
Diversity		
Cultural Comp		
Work Environment	Community Access & Engagement	The City of Lacey provides accessible communications and meaningful participation for all.
Communications		
Language Enhancements		
Community Engagement		
Access	Incorporate performance measures/benchmarks into every Focus Area -or- Accountability	The City of Lacey uses data to promote evidence-based decision making in support of Diversity, Equity, and Inclusion efforts.
Measurement		
Accountability		

Examples of Strategic Plans:

Beaverton, OR - [Diversity, Equity, and Inclusion Plan - 2019 Update \(civicplus.com\)](https://civicplus.com)





COMMUNITY SERVICES DEPARTMENT FOCUS AREAS

COMMUNICATIONS

GOAL AREA

STRATEGIES

<u>Goals</u> 1. Consistently publicly engage around social justice and community events/issues. 2. Ensure all groups and individuals are represented in City communications. 3. Provide communication that effectively meets the needs of our diverse community.		
Strategy	City of Happy Valley Staff Responsible	Target Implementation Date
Create policy and procedure to determine what social, cultural, community issues and areas to engage.	Core Communications Group & City Manager	Winter 2021/22
Determine what to share, where, and how frequently from partner organizations.	Core Communications Group & City Manager	Winter 2021/22

BENCHMARKS

Oregon Metro:

GOAL AREA

Goal C

Metro hires, trains and promotes a racially diverse workforce

GOAL STATEMENT

Metro has an organizational culture that is welcoming and inclusive of all people of color. Through training and hiring practices that break down barriers for applicants of color, Metro achieves a racially diverse workforce with opportunities for advancement and strong retention and promotion rates for staff of color. All Metro staff receives the training and support necessary to become culturally proficient and equitably serve all residents of the Portland metropolitan region.

IMPACT STATEMENT



STRATEGIES

Objective 1: Metro's culture supports staff's ability to advance regional equity.

CHALLENGE	ACTION	START YEAR
Metro staff have limited resources to participate in diversity, equity and inclusion work.	Department leadership work with DEI program staff to determine how equity, diversity and inclusion can be addressed as part of work duties.	Fiscal year 2017/2018
	Determine diversity, equity and inclusion criteria so that they can be clearly incorporated as part of the performance management review (PACe) for all staff.	After 2017/2018 fiscal year

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.

Draft City of Lacey Commission on Equity Workplan 2022-2024			Measurement and Accountability	
Focus Area	Impact	Suggested Strategies	Sample Indicators	Baseline Data
Workforce Development & Work Environment	The City of Lacey is a culturally responsive 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

Impact Statements and Indicators

Impact: Actual or intended changes in human development as measured by people's well-being; improvements in people's lives.

Example, "A vibrant cultural sector that fosters a creative, cohesive community."

Actual – "works toward" | "endeavors" | "strives"

Intended – "is a" | "a"

Indicators: This is a measure of progress against impact. If change is happening, how will we know? The answer to this question is indicators. What are the indicators of impact in each focus area? **Note:** We will be looking at indicators for strategies in-depth at future meetings.

Draft Consolidated Focus Area: Workforce & Work Environment – Impact Statement

COE Jamboard feedback:

The City of Lacey is a culturally competent and diverse organization...

Jon: "strives to be a culturally competent organization" This is more of a journey, rather than a destination.

continues to practice becoming (instead of is)
Hart

Hart:
by
doing...

Thelma: Cultural competency means different things to different people. What is the meaning for City of Lacey? How is it to be actualized?

Kristine: Include a glossary with a shared definition of terms such as equity, cultural competence, etc.

Draft Impact Statement - Updates

06.25.2022 Draft: The City of Lacey is a culturally competent organization that implements equitable practices.

Draft Update – Intended: The City of Lacey is a culturally competent, **diverse** organization that implements equitable practices.

Draft Update - Actual: The City of Lacey **is actively working to become a** culturally competent, **diverse** organization that implements equitable practices.

Other items:

- Definition of Cultural Competence and Cultural Humility are included in DEI Strategic Plan glossary (OFM Glossary):

Cultural Competence

An ability to interact effectively with people of all cultures and understand many cultural frameworks, values, and norms. Cultural competence comprises four components:

- Awareness of one's own cultural worldview,
- Attitude towards cultural differences,
- Knowledge of different cultural practices and worldviews, and
- Cross-cultural skills.

A key component of cultural competence is respectfully engaging others with cultural dimensions and perceptions different from our own and recognizing that none is superior to another. Cultural competence is a developmental process that evolves over an extended period.

Cultural Humility

Approach to respectfully engaging others with cultural identities different from your own and recognizing that no cultural perspective is superior to another. Cultural humility may look different for different people or groups. For example, in a white dominant culture the practice of cultural humility for white people includes acknowledging systems of oppression and involves critical self-reflection, lifelong learning and growth, a commitment to recognizing and sharing power, and a desire to work toward institutional accountability. The practice of cultural humility for people of color includes accepting that the dominant culture does exist, that institutional racism is in place, to recognize one's own response to the oppression within it, to work toward dismantling it through the balanced process of calling it out and taking care of one's self¹⁰.

¹⁰ "Equity Language Guide." Office of Financial Management. Accessed October 9, 2019. <https://www.ofm.wa.gov/state-human-resources/workforce-diversity-equity-and-inclusion/diversity-equity-and-inclusion-resources/dei-committee-documents>.

¹¹ "What Is Ableism?" Accessed October 9, 2019. <http://www.stopableism.org/p/what-is-ableism.html>.

¹² "Diversity & Inclusion." U.S. Office of Personnel Management. Accessed October 9, 2019. <https://www.opm.gov/policy-data-oversight/diversity-and-inclusion/>.

- Definition of Equity is included in DEI Strategic Plan glossary (OFM Glossary):

Equity

The act of developing, strengthening, and supporting procedural and outcome fairness in systems, procedures, and resource distribution mechanisms to create equitable (not equal) opportunity for all people. Equity is distinct from equality which refers to everyone having the same treatment without accounting for differing needs or circumstances. Equity has a focus on eliminating barriers that have prevented the full participation of historically and currently oppressed groups.

Draft Consolidated Focus Area: Workforce & Work Environment – Strategies	
COE Jamboard feedback:	
(Hart) include mentorship and possibly life experiences (Strategy)	Clay: Create opportunities for ongoing dialogue within all departments. Provide training for leadership and all employees on issues of racial equity & inclusion. Kim: Create a culture where cultural diversity and individual's lived experiences are the strength of the team.
Jon: formalize a DEI coordinator within the organization structure, which serves as a point of contact for all efforts as well as demonstrating organization's dedication for these efforts.	Thelma: What will be done differently with the present practices and procedures to affect a different outcome? Kristine: Include a plan to address deficiencies with annual reporting.
Draft Strategies	
A. Continue internal DEI efforts, including adoption and implementation of a workforce equity plan, that transforms policies, systems, and practices and enhances cultural competency at all levels within the organization (Executive Team, Staff).	
B. Continue to enhance recruitment efforts to attract, hire, and retain a workforce that reflects the greater community.	
C. Continue to improve training, workforce development opportunities, and ensure the workplace is welcoming for all.	
Once finalized create indicators for the above strategies; report annually on workforce initiatives, including identified indicator deficiencies	

Draft Consolidated Focus Area: Community Access & Engagement – Impact Statement

COE Jamboard feedback:

Hart: seems incomplete....should say a bit about how we achieve this

Clay: (maybe) The City of Lacey provides accessible communication and meaningful connections with all residents.

Jon: would stress the City's commitment to this impact rather than implying it's been achieved, i.e. journey vs destination. "strives to provide", "aims to provide", etc

Clay: How do we emphasize the city's commitment to engaging with community.

Thelma: The City should partner with service providers who can best teach English language to non English speakers to improve communications with a diverse community.

Draft Impact Statements

06.25.2022 Draft: The City of Lacey provides accessible communications and meaningful participation for all.

Draft Updated - Intended: The City of Lacey provides accessible communications, meaningful participation, and community connectivity for all.

Draft Updated - Actual: The City of Lacey endeavors to provide accessible communications, meaningful participation, and community connectivity for all.

Draft Consolidated Focus Area: Community Access & Engagement

COE Jamboard feedback:

Clay: How do we emphasize the city's commitment to engaging with community.

Thelma: The City should partner with service providers who can best teach English language to non English speakers to improve communications with a diverse community.

Kristine: Again, include a plan for addressing deficiencies in annual reporting.

Kristine: What is the purpose of maintaining a clearinghouse of partners, advocacy groups, etc.? Maybe include something about what the City intends to do with this data.

Jon: I'm unsure which category an equity heat map may fall into, as it might be several of these or none. Just want to ensure this possibility is covered here.

Draft Strategies

- A. Implement the Communications Plan, including developing a Language Access Plan to improve communication accessibility, **and continue to enhance the cultural relevancy of City materials.**
- B. Continue to develop and implement engagement strategies that build community trust and increase participation of BIPOC and other underrepresented voices in local decision making, **including on advisory bodies, task forces, and planning efforts.**
- C. Enhance **relationships and** opportunities in the community for continued dialogue and knowledge-sharing among the City, partner entities, and community members through events, programs, forums, art, etc.
- D. Create and maintain a clearinghouse of partner entities, advocacy groups, and community-wide DEI efforts **to help facilitate collaboration between local service providers to enhance engagement and connectivity.**

Once finalized create indicators for the above strategies; report annually on workforce initiatives, including identified indicator deficiencies

Other items:

- **Equity Map** – This will be incorporated into the Plan in the future; location TBD. We will circle back to this.
- **Partnerships** – We will be looking at this as a potential focus group in the future. We will circle back to this.



LACEY COMMISSION ON EQUITY July 25, 2022

SUBJECT: Flag Policy Review

RECOMMENDATION: After deliberation, it is recommended that the COE motion to bring the draft update to the City of Lacey's Flag Policy (Attachment 1) to the Lacey City Council. The draft would be considered by the Community Relations & Public Affairs Committee first, and then the full Lacey City Council.

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

ATTACHMENTS: [Attachment 1 - Draft update to the Flag Policy](#)

PRIOR REVIEW: [May 23, 2022](#) – Commission on Equity
[June 6, 2022](#) – City Council Community Relations Committee
[June 9, 2022](#) – City Council Worksession

BACKGROUND: At the [May 23, 2022](#) meeting, the Commission on Equity reviewed the existing City of Lacey (City) Flag Policy and discussed potential revisions and additions to the policy. During the meeting, the Commission on Equity recommended seeking Lacey City Council approval to fly the Juneteenth Flag at the Regional Athletic Center (RAC) or City Hall on June 18 and 19 in celebration of Juneteenth and the 41st Juneteenth Celebration. After review by City of Lacey Councilmembers at the Community Relations Committee, the Lacey City Council Worksession meeting on [June 9, 2022](#), in addition to approving flying the Juneteenth Flag at the RAC in 2022, the Lacey City Council requested that the Commission on Equity holistically review the existing Flag Policy and make recommendations on potential updates.

The City of Lacey's City Council Policy and Procedures Manual ("Manual") provides a standardized process for implementing current and new practices, procedures, and policies of the Lacey City Council. To revise the Manual, the appropriate Lacey Council Committee (or Committees) reviews amendments or additions on an as needed basis. Committees then forward most amendments or additions to the full Lacey City Council for review and consideration.

In the Manual, Section 5.12, Flag Policy, outlines the City's existing policies regarding flag displays on City-owned facilities. In its current form, the Flag Policy is:

5.12 Flag Policy

The flag policy shall apply to all City-owned locations at which the City flag is displayed.

The Lacey Council may choose to fly a different flag in place of the City flag. Any decision to fly a different flag must be made independently by the Council. The approval to fly a flag in place of the City flag must be made by a majority of the Council at any regular Council meeting. The decision can be made to fly the flag for a specific period of time or on a recurring annual basis.

Any flag flown by the City must be purchased and owned by the City.

Council Approved Flags

- Sister City Flag: The flag of Lacey's sister city may be flown during the visit of a sister city delegation to City Hall.
- The Pride Flag: The Pride Flag will be flown annually from June 1 to June 30.

City of Lacey Flag Poles: Currently, City of Lacey (City) has flag poles at the following City facilities:

TABLE A		
Location	# of Flag Poles	Flags Presented
City Hall	3	US Flag POW Flag Washington State City of Lacey
Public Works Shop (commonly referred to as “the Shop”)	1	US Flag City of Lacey
RAC	1	US Flag City of Lacey
Lacey Civic Plaza	1	US Flag POW Flag Washington State City of Lacey
Woodland Community Center	1	US Flag City of Lacey
Hawks Prairie (near Home Depot)	2	US Flag Washington State (Poles are not tall enough to fly two flags)

Figure 1: Flag Poles at City Hall.



Figure 2: Flag Poles at Lacey Civic Plaza



Figure 3: Hawks Prairie Flag Poles



Statutory Requirements for Flag Display: In Washington, code cities, like the City of Lacey, must prominently install, display, and maintain the U.S. and Washington State flags on city buildings, see [RCW 35A.21.180](#). Per [RCW 1.20.017](#), every city, town, and county in Washington must display the U.S. flag, the Washington State Flag, and the POW-MIA flag near its principal buildings on the following days:

- **April 9** (Former Prisoners of War Recognition Day)
- **March 30** (Welcome Home Vietnam Veterans Day)
- **Third Saturday in May** (Armed Forces Day)
- **Last Monday in May** (Memorial Day)
- **June 14** (Flag Day)
- **July 4** (Independence Day)
- **July 27** (Korean War Veterans Armistice Day)
- **Third Friday in September** (POW/MIA Recognition Day)
- **November 11** (Veterans' Day)
- **December 7** (Pearl Harbor Remembrance Day)

Flag Etiquette: The display of the American flag should generally follow the protocol in the United States Flag Code (4 U.S.C. Ch. 1). However, courts have interpreted the Flag Code to be advisory only and there are no penalties for violating it.

The Flag Code states that:

- The U.S. flag should be displayed every day of the year, except on days of inclement weather, on or near the main administration building of every public institution.
- It is custom to fly the U.S. flag only during daylight hours, but it may be flown permanently if properly illuminated at night.
- The U.S. flag should fly in the highest position of honor, and no flag may be flown higher.
- The U.S. flag should be hoisted briskly and lowered ceremoniously.

Per the Washington Secretary of State, the Washington State flag should be displayed in the highest position of honor after the U.S. flag and the flags of any other nations. It should be displayed in a higher position of honor than the flags of other states, counties, cities, or any other entity. When the U.S., Washington State, and POW-MIA flags are flown on a single pole, the U.S. flag should be on top, followed by POW-MIA flag and then the state flag. If there are two poles, the POW/MIA flag should be flown under the U.S. flag while the state flag is on the other pole. For more information, see MRSC's Flag Display: What Every Jurisdiction Should Know: [MRSC - Flag Display: What Every Jurisdiction Should Know](#).

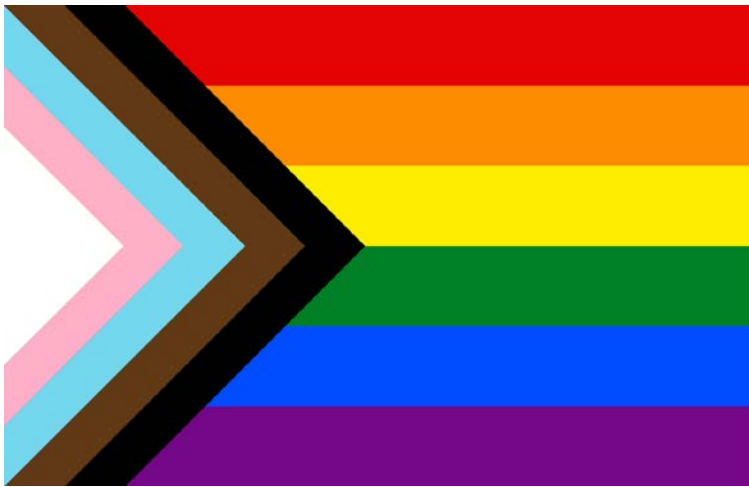
TABLE B		
Flag Etiquette Display		
Single Flag Pole	Two Flag Poles	
		
		
		

Previous Discussions on Revisions and Additions to the City’s Flag Policy: At the May 23 meeting, the Commission on Equity discussed the following revision and additions to the City’s Flag Policy:

A. Display the Progressive Pride Flag

Like the Rainbow Pride flag, the Progress Pride flag is designed to represent the LGBTQIA+ community, see **Figure 4**. In addition, the Progress Rainbow flag, created in 2018 by Daniel Quasar, recognizes, centers, and supports voices that have historically been marginalized members of the Queer community, with an emphasis on People of Color, the Transgender community, and community members lost to, or living with AIDs and HIV, with the integration of the forward-facing chevron on the left side of the flag.

Figure 4: Progress Pride Flag

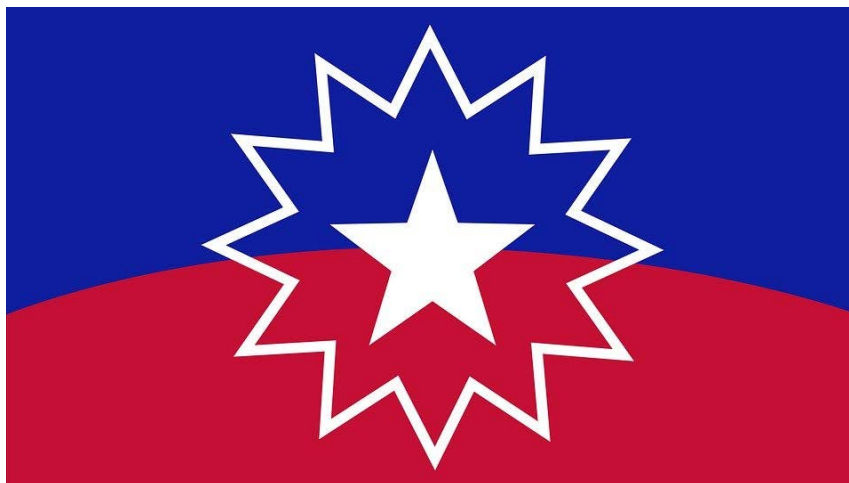


B. Display the Juneteenth Flag: The Juneteenth Flag's creation was led by activist Ben Haith, founder of the National Juneteenth Celebration Foundation (NJCF). In 1997, Haith and other collaborators, including Lisa Jeanne Graf, designed the flag, see **Figure 5**.

In brief, the symbols incorporated into the Juneteenth flag represent:

- White Star – Texas and the last remaining enslaved people
- Burst – A new beginning for African Americans in the United States
- Red Arc – New opportunities for black Americans on the horizon
- Red, White, and Blue colors – the American flag and a reminder that slave and descendants are Americans.

Figure 5: Juneteenth Flag



C. Display Nisqually Tribe and Squaxin Tribe Flags. Provided the Nisqually Tribe and Squaxin Tribe approve.

Attachment 1 provides a draft of an updated 5.12 Flag Policy that integrates the above flags. In addition, the draft also adds the following elements:

- purpose of the policy;
- how flags are to be displayed;
- that City flagpoles are to be used exclusively by the City as a form of government expression;
- the Commission on Equity's role in the process; and
- approval information.

Recommendations: After deliberation, it is recommended that the COE motion to bring the draft update to the City's Flag Policy (**Attachment 1**) to the Lacey City Council. The draft would be considered by the Community Relations & Public Affairs Committee first, and then the full Lacey City Council.

Draft Update to the City's Flag Policy:

5.12 Flag Policy

The purpose of the policy is to establish guidelines in order to ensure that the flags are used only for government speech and that they reflect the views, values, and goals of the city. The City's flagpoles are not intended to serve as a forum for free expression by the public. The City will not display a ceremonial flag based on a request from a third party, nor will the City use its flagpoles to sponsor the expression of a third party.

Flags shall be displayed in conformance with Federal and State laws and policies, as stated in the Federal "The Flag" publication of the Congress, Title 4, Chapter, 1 of the United States Code, and the State of Washington Revised Code of Washington 35A.21.180 and RCW 1.20.017.

Based on guidance from the Washington Secretary of State, the Washington State flag should be displayed in the highest position of honor after the U.S. flag and the flags of any other nations. The Washington State flag should be displayed in a higher position of honor than the flags of other states, counties, cities, or any other entity. When the U.S., Washington State, and POW-MIA flags are flown on a single pole, the U.S. flag should be on top, followed by POW-MIA flag and then the Washington State flag. If there are two poles, the POW/MIA flag should be flown under the U.S. flag while the Washington State flag is on the other pole.

Any flag flown by the City must be purchased and owned by the City.

Alternatives to **Displaying** the City Flag:

~~The flag~~ This policy shall apply to all City-owned locations at which the City flag is displayed, **unless otherwise noted**.

Location	# of Flag Poles	Flags Presented
City Hall	3	US Flag POW Flag Washington State City of Lacey
Public Works Shop (commonly referred to as “the Shop”)	1	US Flag City of Lacey
RAC	1	US Flag City of Lacey
Lacey Civic Plaza	1	US Flag POW Flag Washington State City of Lacey
Woodland Community Center	1	US Flag City of Lacey
Hawks Prairie (near Home Depot)	2	US Flag Washington State (Poles are not tall enough to fly two flags)

The City’s flagpoles are to be used exclusively by the City, where the Lacey City Council may display a commemorative flag as a form of government expression. The Lacey Council may choose to fly a different flag in place of the City flag. Any decision to fly a different flag must be made independently by the Council. The Lacey City Council may request the Commission on Equity to review and provide recommendations on flag displays. The approval to fly a flag in place of the City flag must be made by a majority of the Council at any regular Council meeting. ~~The decision can be made to fly the flag for a specific period of time or on a recurring annual basis.~~ The Lacey City Council approval will include a description of the flag to be displayed and the dates for display of the particular flag, including if the flag will be displayed on an annual basis. Flags authorized by the Lacey City Council to be displayed on a reoccurring basis should be incorporated into this policy.

Council Approved Flags

- **Sister City Flag:** The flag of Lacey’s sister city may be flown during the visit of a sister city delegation to City Hall.

- **The **Progress** Pride Flag:** The **Progress** Pride Flag will be flown annually from June 1 to June 30, with the exception of when the Juneteenth Flag is flown (see below).
- **The Juneteenth Flag:** The Juneteenth Flag will be flown annually during from June 19 to the third weekend of June or the third weekend of June to June 19 depending on the year, at City Hall and the Regional Athletic Complex.
- **The Nisqually Tribe Flag:** The Nisqually Tribe Flag will be flown annually from November 1 to November 15 provided the City annually receives consent from the Nisqually Tribe.
- **Squaxin Tribe Flag:** The **Squaxin** Tribe Flag will be flown annually from November 16 to November 30 provided the City annually receives consent from the **Squaxin** Tribe.