



COMMISSION ON EQUITY AGENDA
MARCH 28, 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/j/87105600273>)

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 # 871 0560 0273 (*participant ID not required*)

NEW: Watch live or as a recording on YouTube. (https://youtu.be/njR_RT8Wk4A)

CALL TO ORDER: 5:30 P.M.

- 1. Approval of Agenda, Previous Meeting Minutes, and Consent Items**
 - Approval of Agenda
 - [Meeting Minutes from February 28, 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. [Strategic Diversity, Equity, and Inclusion Plan Workshop #7 – Community Connectivity Analysis & Visioning for Change](#)**

Shannon Kelley-Fong, Assistant City Manager
Ronald “Tevin” Medley, The Athena Group
Meagan Picard, The Athena Group
- 5. Commissioner Reports**
 - A. Juneteenth Celebration Update**

Vice Chair Brown

6. **Director Report**

7. **ADJOURN**

Next Meetings:

- **Commission on Equity Regular meeting** – Monday, April 25, 2022 - 5:30 p.m.

**MINUTES OF LACEY COMMISSION ON EQUITY,
MONDAY, FEBRUARY 28, 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: Jon Hegwood, Youth Representative Alanis Blackburn

COUNCIL PRESENT: None

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

RECORDING: <https://youtu.be/nOSN5IBiA9o>

CALL TO ORDER:

Chair Jackson called the meeting to order at 5:31 p.m.

1. APPROVAL OF AGENDA AND CONSENT AGENDA:

Approval of the Consent Agenda:

- Approval of Agenda
- Meeting Minutes from January 24, 2021

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

2. PUBLIC COMMENT: None

3. INSPIRATIONAL ITEM:

Vice Chair Brown read four quotes celebrating Black History Month. The quotes were from American educator, orator, and presidential advisor Booker T. Washington, American poet and civil rights activist Maya Angelou, and former United States president, Barak Obama.

4. BUSINESS ITEMS:

A. BIPOC Business Training Program

Community Economic Development Director Rick Walk, Economic Development Coordinator Wesley Nguyen, and Thurston Economic Development Council Center for Business and Innovation Manager Sean Moore provided an overview of the BIPOC Business Training Program, a partnership program with the City of Lacey and the Thurston Economic Development Council. Discussion ensued.

B. Lacey Police Department Overview & DEI Efforts

Lacey Police Department Chief of Police Robert Almada and Deputy Chief of Police Robert "Bobby" Hollis provided an overview of the Lacey Police Department, including the organization of the department, current demographic profile of staff, recent hiring efforts, review of department principals, pandemic and legislative impacts, and 2021 police activity. Discussion ensued.

C. Strategic Diversity, Equity, and Inclusion Plan - Workshop #6 – Values Based Decision Making in Practice

Ronald “Tevin” Medley led Strategic Diversity, Equity, and Inclusion Plan - Workshop #6. During this workshop, Commissioners reviewed the draft Equity vision, mission and values statements. The workshop included engaging in example scenarios and problem solving for complex discussions. Discussion ensued. Due to time constraints, the Commission agreed to return to the Bike Rack exercise at the next meeting.

4. COMMISSIONER REPORTS

Vice Chair Brown provided an overview of the Juneteenth event planning meeting with the Fred U. Harris Lodge.

Chair Jackson provided information on a few Black History Month events, including: the formal dedication of the marker in recognition of Rebecca and Alexander Howard at Howards Point, the forthcoming park dedication to Rebecca Howard, the marker and butternut tree dedicated to George Bush on the Washington State Capital campus, and the event celebrating the publishing of Chair Jackson’s book, “Blacks in Thurston County, Washington: 1950-1975: A Community Album.”

5. DIRECTOR REPORT

ACM Kelley-Fong discussed performing a community connection analysis in addition to the Bike Rack exercise at the next meeting in March to serve as a foundation for future focus groups. ACM Kelley-Fong also discussed the upcoming the Lacey Youth Council focus group with the Commission on Equity, the Lacey Cultural Celebration, and hybrid meetings.

Commissioner Clay volunteered to provide the Inspirational Item for the March 28, 2022 meeting.

6. ADJOURN

Chair Jackson adjourned the meeting at 8:29 p.m.

COE Agenda 3/28/2022

Time	Item	Comments
5:35-5:40pm	Check-in	How are you showing up? Any access needs?
5:40-6:20pm	CCA Q&A	Meagan Picard
6:20-6:45pm	Activity - CCA	Who's missing?
6:45-7pm	Visioning for Change + Next steps	Activity
	Check-out (if time permits)	Please share anything you feel you gained from tonight's conversation/activity

Community Connectivity Analysis Exercise:

- [CCA Introductory Video](#)
- [CCA Guide](#)
- [CCA evaluation link](#)

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**
- 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.

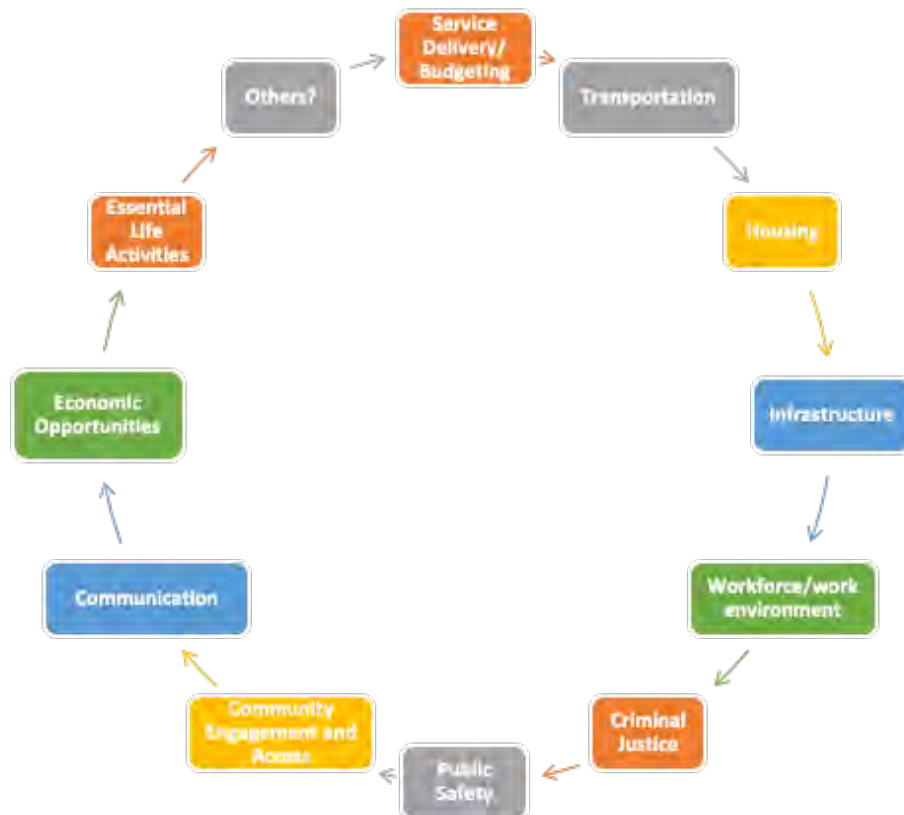
We begin with self-examination and listening and creating platforms for historically marginalized and under-represented communities to be heard. The City is committed to working collaboratively with community partners to help create equitable access to opportunities and resources for all community members.

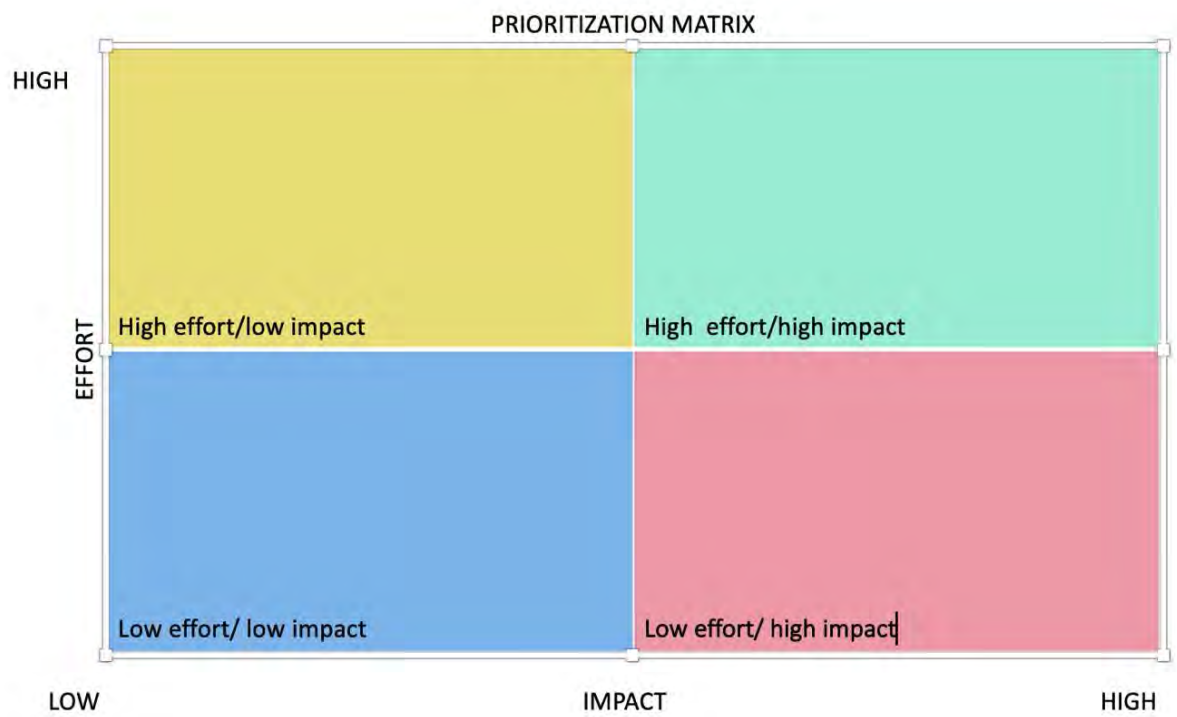
A closer look at draft Values:

- 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.

Draft Categories: What would you wish to see the City of Lacey accomplish in 1, 3 or 5 years in connection with the Equity Mission, Vision and Values Statements?

- Workforce Development, Cultural Competency & Diversity
- Service Delivery / Budgeting
- Transportation
- Housing
- Infrastructure
- Workforce/work environment
- Criminal justice
- Communication / Language enhancements
- Community engagement
- Access
- Social Services / Individual / family support
- Public safety
- Economic opportunities
- Other essential life activities
- Measurement / Accountability
- Partnerships
- Others







WHO'S IN YOUR COMMUNITY, AND HOW WILL YOU CONNECT?

To develop a truly inclusive community engagement approach, it is important to reach out beyond people you know and to challenge and expand your understanding of who might have experience with the issue(s) you are working to address. A community connectivity analysis can help with this.

The Athena Group uses a tool adapted from the Orton Family Foundation's *Community Heart & Soul™* process, and their tool was adapted from several other similar tools created by others. If the one offered here doesn't meet your needs, there is likely another tool discoverable online that will work better. You can also adapt this tool to suit your needs.

COMMUNITY CONNECTIVITY ANALYSIS INSTRUCTIONS

Instructions: A community connectivity analysis is best done with a group. Gather your group and work together to complete the worksheet shown on page 4, following the instructions for each step described below. Note that each numbered instruction corresponds to the numbered columns on the worksheet.

- 1. Affinity Groups.** Brainstorm and list all the characteristics of people in your community that you think might be interested in and/or impacted by the issue you are working to address. Be sure to consider all people whose voices may have been missing from relevant decision-making processes in the past. It can be helpful to consider the full range of diversity in your community first; community profiles from the U.S. Census Bureau can help with this. Dig into the broad categories that show up on a high-level Census profile.

For instance, go beyond thinking about Hispanic, Chicano/a, and Latino/a community members; include people whose families have lived in the community for generations and others who are brand new, people with steady as well as entrepreneurial incomes, people with different levels of education, and people whose families are rooted in Mexico, Guatemala, Peru, and more.

- 2. Affinity Group Networks.** Networks are the ways that affinity groups (groups of people connected by a shared characteristic) are organized and/or connected with each other. Networks may be actual organizations, like particular non-profit service providers or a church, synagogue, or mosque where a certain affinity group is known to gather. They may also be less formal groups, related to a particular circumstance, like customers at a particular barbershop or salon, people in public health clinic waiting rooms, or people that use a specialized bank.

Think of all the major ways people are connected within each affinity group, enough to identify at least one network to which each community group is connected. Review the list of affinity groups from step 1. Identify at least one major network for each group.

- 3. Network Connectors.** Connectors are people who are trusted by others to provide sound counsel, useful information, and help link people in an affinity group to each other. You might also refer to these individuals as “trusted advocates”. Review the list of networks identified in step 2, and identify at least one person that is active in that network and who is trusted by or able to facilitate connection with most people in the group identified in step 1, like a youth minister or an outreach worker or a salon manager. Include his/her/their contact information if available. Don’t know this information? Ask someone on your planning team to volunteer to get it.
- 4. Communication Channels.** Communication channels are the ways groups typically get information. This information will help you to identify linked networks. It will also help you to prioritize and streamline your communication efforts.

In this step, list the most common and trusted source(s) of information for each network identified in steps 1-2. Be as specific as possible, such as the local veterans' writing group's Facebook page, weekly LGBTQ+ newspaper, local insurance pool blast emails, verbal announcements at Headstart parent meet-ups on Wednesday mornings, etc.

- 5. Engagement Opportunities.** Engagement opportunities are known ways to reach people where they are and in a format that feels comfortable to them. Think of and list all known locations where networks identified in steps 1-2 typically gather. Again, be as specific as possible, like weekend drum circle at the east-end park, grocery

store coffee shop at 9th and Pine, Friday Facebook events, etc. Some of this may be repeated from step 2, when the identified network and the gathering place are the same thing. That's ok; go with it. This information will help you to plan engagement events in places you are most likely to reach the people you intend to reach.

- 6. Linked Networks.** Links between networks may be identified through past partnerships, by having a network connector in common, by also serving other affinity groups, or by sharing a similar communication source or engagement opportunity, like a newsletter or social media channel that targets multiple affinity groups.

To identify the links for your project, review the list of networks identified in step 2, network connectors identified in step 3, communication channels identified in step 4, engagement opportunities in step 5, and identify any networks that are connected to one another through one of these means.

After listing the connections, it can be very helpful to map the connections. You can do this using formal mapping software, sorting sticky notes on a wall, or drawing lines between network names on a white board.

Networks, connectors, channels, and opportunities that most groups have in common should be your major/ broad outreach channels in your communications and partner development plans. Be sure to also include in your communications plans the most trusted networks, connectors, channels, and opportunities that you will have to make special, targeted efforts to reach - these are the groups that are most often left out and should be elevated in your engagement efforts in order to be truly inclusive.

COMMUNITY CONNECTIVITY ANALYSIS WORKSHEET

1. Affinity Groups	2. Affinity Group Networks	3. Network Connectors	4. Communication Channels	5. Engagement Opportunities	6. Linked Networks

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