

**CITY OF EDMONDS
DIVERSITY COMMISSION
March 2, 2016**

Chair Mario Brown called the Diversity Commission meeting to order at 6:00 p.m. at 220 Railroad Avenue, Edmonds, WA.

COMMISSIONERS PRESENT

Mario Brown - Chair
Ed Dorame – Vice Chair
Maria Montalvo
Patricia Valle
Tung Bui
George Basioli
Adrienne Fraley-Monillas, Councilmember

COMMISSIONERS ABSENT

Gayle Ketzal
Diana White
Adam Khan

ELECTED OFFICIALS PRESENT

STAFF PRESENT

Patrick Doherty, *ED/CS Director*
Michele Rastovich, *Diversity Commission
Coordinator*

ALSO PRESENT

Patty Fleming

1. **Roll Call:** Call to order at 6:00p.m. with an announcement that actual start time would be delayed for five minutes to accommodate being in a new location.
2. **Approval of Agenda:** Approved as amended to change the order of discussion items to: Retreat Plan, Partners Plan, Key Informant Interviews.
3. **Approval of February 3, 2016 Diversity Commission Meeting Summary:** The meeting summary was approved as written after a brief discussion about the approval of meeting summaries vs. meeting minutes.
4. **Public Comment:** There was no public comment.
5. **Report from City:** As requested at February meeting, Patrick introduced a draft template that could be posted to social media for quick Commissioner response to community incidents. Discussion centered around what kind of incidents might be best suited for this kind of response; the timing of social media responses; the concern of utilizing too general of a response, and adding clarity to the response about the time and location of the regular Commission meetings. By consensus, it was agreed that Tung will work with Patrick to develop a logic statement protocol – “if this, then this” – with multiple statements that the Commission could authorize staff and Chair to post as appropriate.

Patrick also introduced a biography template to guide Commissioners in providing their bios for the City website. It was agreed that including photos would be great. Commissioners

were encouraged to send head shots to staff. The template was approved, and Commissioners were asked to submit their bios before the April meeting.

6. **Retreat Planning:** Ed reported the highlights of the subcommittee's discussion, including the challenges of finding four hours that all Commissioners could attend and the challenge of participating in 'getting to know each other better' exercises at a public meeting. In coordination with the Partners Planning group, the Retreat Planning Subcommittee recommended:

- letting go of the idea of scheduling a traditional retreat;
- extending the regularly scheduled April 6 meeting by one half hour; and
- scheduling a two-hour special work session on April 20, 6pm-8pm.

The recommendations were approved by consensus, and Commissioners were encouraged to schedule some time individually to get to know their fellow Commissioners better.

7. **Community Outreach: Partners Planning:** Mario reported that the subcommittee generated a list of existing organizations and efforts to invite to the April 6 Commission meeting. The subcommittee recommended:

- the purpose of the April 6 meeting be to hear from others who are also focused on building an inclusive community and engaging under-represented populations, to consider gaps, and to consider new partnerships;
- the time allowed for each presenter to be determined by the number of RSVPs;
- focusing the April 20 work session on reflecting on what was learned at the April 6 meeting to develop specific action plans; and
- approving funds to provide refreshments.

By consensus, the plan was approved, and no more than \$100 was approved for refreshments. Michele will send the invitation list, and Commissioners were asked to make additions by the end of the week.

Commissioners requested a financial report be added to the monthly meeting agenda.

8. **Community Engagement: Key Informant Proposal:** Ed introduced his plan to schedule time on the Chamber agenda to increase awareness of the Diversity Commission and to use his allotted time to ask about members' efforts to reach out to minority-owned business and their concerns regarding an inclusive community. He asked if other Commissioners are also interested in doing similar information-gathering in their spheres of influence. Much discussion followed around the importance of consistency in introducing the Commission, consistency in asking questions, consistency in collecting information, and engaging businesses and residents along the Highway 99 corridor. It was agreed that this is an important strategy and more discussion is needed.

9. **Community Updates:** Ed described the Spanish language cards developed for Marysville Police by the Marysville Mayor's Diversity Advisory Board. Commissioners were encouraged to review the work plans of other diversity groups that were distributed earlier. Michele will forward several documents that detail best practices for building inclusive communities. It was asked that, with so much work to do, if our current one and one half hour meetings are really long enough, and it was agreed this needs more discussion after the April 20 meeting.

10. **Adjourn:** The meeting was adjourned at 7:35pm. The next meeting is April 6, 6pm – 8pm.