



**LACEY CITY COUNCIL
WORKSESSION
THURSDAY, MARCH 25, 2021
4:00 – 6:15 P.M.
REMOTE ATTENDANCE**

To comply with Governor Inslee's Proclamation 20-28, the City Council Worksession will be conducted remotely, not in-person. However, you may view the meeting by watching live through Zoom:

Link: <https://us02web.zoom.us/j/84262382103>

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 **842 6238 2103** press #

AGENDA

4:00 BOARD OF PARK COMMISSIONERS ANNUAL JOINT WORKSESSION

(STAFF REPORT)

- **PARKS, CULTURE & RECREATION UPDATE**
JEN BURBIDGE, PARKS, CULTURE & RECREATION DIRECTOR
- **PARK BOARD 2020 ACCOMPLISHMENTS**
ABRAM WHEELER, PARK BOARD COMMISSIONER
- **PARK BOARD 2021 WORK PLAN**
SARAH DANIELS, PARK BOARD CHAIR

4:45 THURSTON STRONG UPDATE

RICK WALK, COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR

JASON ROBERTSON, PRESIDENT, J. ROBERTSON AND COMPANY

MICHAEL CADE, EXECUTIVE DIRECTOR, THURSTON ECONOMIC DEVELOPMENT COUNCIL

(PRESENTATION)

5:15 EQUITY COMMISSION APPOINTMENT PROCESS

SHANNON KELLEY-FONG, ASSISTANT CITY MANAGER

(STAFF REPORT)

5:45 COUNCIL RETREAT UPDATE

SCOTT, SPENCE, CITY MANAGER

(BRIEFING)

6:00 NISQUALLY RIVER COUNCIL – ELECTED OFFICIAL REPRESENTATION

MAYOR ANDY RYDER

(DISCUSSION)

6:15 ADJOURN



LACEY CITY COUNCIL WORKSESSION

March 25, 2021

SUBJECT: Park Board of Commissioners 2020 Accomplishments and 2021 Work Plan

RECOMMENDATION: Acknowledge the Park Board of Commissioners 2020 Key Accomplishments and accept the 2021 Work Plan

STAFF CONTACT: Scott Spence, City Manager ^{SS}
Jen Burbidge, Parks, Culture and Recreation Director ^{JB}

ORIGINATED BY: City Manager & Parks, Culture and Recreation Department

ATTACHMENTS:

1. [2020 Accomplishments](#)
2. [2021 Work Plan](#)
3. [List of current Park Board of Commissioners](#)

FISCAL NOTE: NONE

PRIOR REVIEW: The Board of Park Commissioners identified and reviewed the 2020 Key Accomplishments and formulated their 2021 Work Plan at their regular monthly meetings, and approved the final versions at its December 2, 2020, meeting.

BACKGROUND:

The Board of Park Commissioners provides leadership in the area of Parks, Culture and Recreation. The Board makes recommendations regarding planning, promotion, management, acquisition, construction, development, maintenance, and operation of Lacey's parks, trails, public recreation facilities and cultural and recreational programs.

Furthermore, the Board makes rules and regulations in regards to the use of the parks and other recreational facilities as best serves the interests of the public. They also receive money or donated properties for the purpose of acquisition of parks or the improvement of the parks or recreation system, and expend and use them in such manner as shall best carry out the interests of the donors, provided that all money received shall be placed properly into restricted accounts to ensure donor's wishes are carried out.

Each year the Board identifies priorities for the upcoming year and reports out a yearly work plan to the full City Council.

ADVANTAGES:

1. City Council is advised of the work accomplished by the Park Board of Commissioners in 2020 and the scheduled activities for 2021.

DISADVANTAGES:

1. None.

Lacey Park Board
2020 ACCOMPLISHMENTS
 Approved 12/2/2020

Task	Responsible Commissioner	Status	Target Completion date
ONGOING			
1. Parks & Recreation Staff Updates			
2. Parks & Recreation, Community Buildings, and RAC Annual Department Budget			
3. Annual Capital Facilities Plan Update			
4. Grant Opportunities			
CONSTRUCTION PROJECTS			
5. RAC Parking Lot Video Cameras	All	Upcoming agenda	December 2020
6. RAC Synthetic Field Replacement (#5 & Soccer #1)	All	Done	May 1, 2020
7. RVCP Skate Park Repairs	All	Done	December 2020
SPECIAL PROJECTS			
8. Greg Cuoio Park Master Plan (and surrounding)	All	Upcoming agenda	December 2021
9. Community Engagement & Outreach	All	Upcoming agenda	Spring 2021
10. Train Playground New Museum & Civic Center site	Historical Commission	Done	December 2020
11. New Museum & Cultural Center site A/E	Historical Commission	In progress	April 2021
12. Parks Volunteer Program	All	Upcoming agenda	December 2021
13. Needle disposal containers in park restrooms	Troy Kirby	Partially Done	December 2020
14. Wildlife Information	Aram Wheeler	Upcoming agenda	December 2020
15. Parks & Recreation Annual Report	All	Done	December 2020
16. New Scholarship Policy Review	All	Upcoming agenda	December 2020
17. Community Garden Pilot Project	All	Upcoming agenda	December 2020
PARK RULES			
PLANNING			
18. RAC Future Financial Plan	All	Park Board approved, need City Council approval	April 2021
19. Thurston Regional Planning Council – updated regional trails plan		Upcoming agenda	Unknown
POSTPONED DUE TO COVID-19			
20. Long Lake Park beach area & dock		Dock/swim area completed Beach concept in progress	
21. RAC outfield fencing completion			
22. RAC increased WiFi connection		Sue working with IS	
23. Wonderwood Park Trail & Court Upgrades (Sunset)			
24. Bush Park Playground Equipment Replacement			
25. Park Signage Replacement			

Task	Responsible Commissioner	Status	Target Completion date
26. Lake Lois Habitat Reserve – update interpretive signage & brochure			
27. Nisqually Fields			
28. Pickleball Long Term Requests			
29. Outdoor Ping Pong tables			

OTHER NOTEWORTHY ACHIEVEMENTS

Adjusted to COVID-19 restrictions and guidance / creative program changes

Held majority of Park Board meetings virtually

Celebrated July Parks & Recreation month for the first time

Sportswear commercial filmed at the RAC

Lacey Rotary donated \$50,000 for train playground

Lacey Park Board
2021 WORK PLAN
Adopted 12/2/2020

Task	Responsible Commissioner	Status	Target Completion date
ONGOING			
1. Parks & Recreation Staff Updates			
2. Parks & Recreation, Community Buildings, and RAC Annual Department Budget			
3. Annual Capital Facilities Plan Update			
4. Grant Opportunities			
CONSTRUCTION PROJECTS			
5. RAC Parking Lot Video Cameras	All	In progress	December 2021
6. RAC Gravel Parking Lot Design	All	Upcoming agenda	June 2021
SPECIAL PROJECTS			
7. Community Engagement & Outreach	All	In progress	December 2021
8. New Museum & Cultural Center site A/E	Historical Commission	In progress	April 2021
9. Parks Volunteer Program	All	In progress	December 2021
10. Memorial or Honorarium Bench Program	All	In progress	June 2021
11. Wildlife Information	Aram Wheeler	Upcoming agenda	December 2021
12. New Scholarship Policy Review	All	Upcoming agenda	December 2021
13. Chinqually Equipment Agreement	All	Upcoming agenda	June 2021
14. WCCP Disc Golf Course Expansion	All	Upcoming agenda	December 2021
15. Community Garden Pilot Project	All	Upcoming agenda	December 2021
PARK RULES			
16. Park Signage Update	All	In progress	June 2021
PLANNING			
17. RAC Future Financial Plan	All	Park Board approved	April 2021
18. Greg Cuoio Park & Surrounding Area master plan	All	In progress	June 2022
19. Thurston Regional Planning Council – updated regional trails plan	All	Upcoming agenda	Unknown
POSTPONED DUE TO COVID-19			
20. Long Lake Park beach area & dock		Dock/swim area completed Beach concept in progress	
21. RAC outfield fencing completion			
22. RAC increased WiFi connection		Sue working with IS	
23. Wonderwood Park Trail & Court Upgrades (Sunset)			
24. Bush Park Playground Equipment Replacement			

Task	Responsible Commissioner	Status	Target Completion date
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26. Nisqually Fields			
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28. Outdoor Ping Pong tables			

Board of Park Commissioners

3 Year Term – 2 Term Limit* (LMC 2.44)

1st Wednesday, 5:30-7:30 p.m., Lacey City Hall or other public building

<p style="text-align: center;">3/22/2022 1st Full Term <i>City (appointed 3.14.19)</i></p>	<p style="text-align: center;">Sarah Daniels Chair 9212 Periwinkle Lp. NE Lacey WA 98516 sdaniels2468@gmail.com</p>	<p style="text-align: center;">Cell: 510-386-9185 Hm: 360-890-4948</p>
<p style="text-align: center;">8/1/2022 1st Full Term <i>City (appointed 08.11.19)</i></p>	<p style="text-align: center;">Erwin Vidallon Vice-Chair 6616 36th Ln. SE Lacey WA 98503 evidallon70@gmail.com</p>	<p style="text-align: center;">Wk:253-305-1081 Cell: 360-970-9482</p>
<p style="text-align: center;">8/1/2021 2nd Full Term <i>City (appointed 7.26.18)</i></p>	<p style="text-align: center;">Ken Balsley 4434 24th Ave SE Lacey, WA 98503 balsley@cco.net</p>	<p style="text-align: center;">360.456.8964</p>
<p style="text-align: center;">11/17/2023 2nd Full Term <i>City (appointed 11.5.17)</i></p>	<p style="text-align: center;">Troy Kirby 3503 College St. SE Lacey WA 98503 Troy@sportstao.com</p>	<p style="text-align: center;">360-402-1484</p>
<p style="text-align: center;">08/01/2023 2nd Full Term <i>City (appointed 10.8.20.)</i></p>	<p style="text-align: center;">Aram E Wheeler 3006 Brentwood Dr. SE Lacey, WA 98503 aramwheeler@gmail.com</p>	<p style="text-align: center;">Wk: 360-570-9847 Hm: 360-791-9538</p>
<p style="text-align: center;">9/1/2020 <i>One-year Term</i> <i>Youth Representative</i> <i>City</i></p>	<p style="text-align: center;">unfilled</p>	

**If there are no applicants for a vacant position one (1) month prior to the expiration of term, the incumbent may be re-appointed to an additional three (3) year term.*

01.05.2021



LACEY CITY COUNCIL WORKSESSION

March 25, 2021

SUBJECT: Commission on Equity Selection Process and Next Steps

RECOMMENDATION: Proceed with **Option 1** or **Option 2** as outlined in this staff report to select Commission on Equity members.

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

ORIGINATED BY: City Manager's Department

ATTACHMENTS: 1. **Attachment A** – Commission on Equity Selection Process and Next Steps PowerPoint Presentation

FISCAL NOTE: None.

PRIOR REVIEW: January 14, 2021
July 2, 2020

BACKGROUND:

On January 21, 2021, the Lacey City Council enacted [Ordinance 1581](#), establishing the City of Lacey ("City") Commission on Equity.

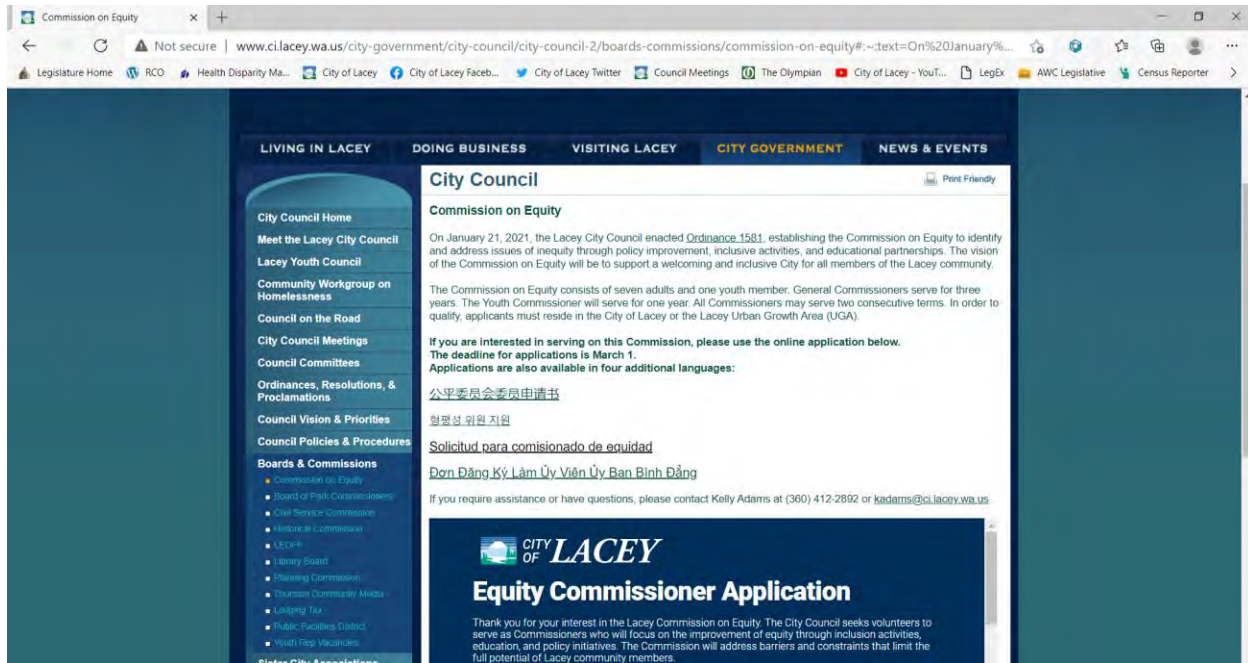
As outlined in the ordinance, the purpose of the Commission on Equity is to identify and advance opportunities that will create a more welcoming community, continue critical conversations on race and equity, seek greater participation from underrepresented community members, and identify existing gaps and barriers which could prevent full participation in government and public policy. The Commission on Equity may create policy recommendations for the Lacey City Council, including providing data analysis and recommendations on addressing issues related to inclusivity, education, and equity in Lacey.

The Commission on Equity will consist of seven general members and may include one youth member. All members must reside in Lacey or in Lacey's Urban Growth Area (UGA). Terms for Commission on Equity members are three years and members may serve two full consecutive terms.

Soliciting for Commission on Equity members

The City solicited for Commission on Equity members from February 1 to March 1, 2021. The City advertised the application process on its website, social media platforms, and through press releases and outreach to various community groups. All outreach materials included a link to the City's Commission on Equity [webpage](#). On the webpage, users could access the online application for the Commission on Equity, see **Figure A**.

FIGURE A: City's Commission on Equity webpage



The following provides a brief overview of the advertisement and engagement efforts performed by the City to recruit applicants for this commission:

1. **January 29, 2021**

Email announcement to City personnel regarding Commission on Equity recruitment opening February 1.

2. **February 1, 2021**

City released its first press release on the Commission on Equity recruitment. Notably, all City press releases are sent to the following media contacts:

- | | | |
|------------------------|------------------------|---------------------------|
| • Thurston Talk | Rochester Sun | • Ranger News |
| • The Olympian | News | • Q13 Fox News |
| • The Green Pages | • TCTV | • Panorama |
| • The Daily World | • Tacoma News Tribune | • Olympia Master Builders |
| • The Chronicle | • South Sound Business | • NW Cable News |
| • Tenino independent & | • Senior News | • NorthwestMilitary.com |

- Nisqually Valley News
- Jolt News
- KXXO
- KRXY
- KOMO
- KNKX
- KMAS
- King5
- KGY
- KCPC TV
- KAOS
- Cooper Point Journal
- Associated Press
- Premier Media

The press release stated the following:

LACEY CITY COUNCIL SEEKS EQUITY COMMISSION MEMBERS

LACEY, WA, February 1, 2021: The Lacey City Council is currently recruiting for eight Commissioners to serve on the recently formed Lacey Commission on Equity. Seven of the positions will be filled by a General Commissioner and one by a Youth Commissioner.

Applicants must live within the Lacey City limits or in Lacey's Urban Growth Area. The positions will remain open until filled.

The 8-member Lacey Commission on Equity will focus on improving equity through inclusion, education, and policy initiatives. The Commission will examine and address ways to ensure all Lacey community members, including underrepresented populations, have equal access to City programs and services, representation in City decision-making processes, and a place to share their praise or concerns. The Commission on Equity is expected to meet monthly.

For more information, or to access the online application, visit ci.lacey.wa.us/LaceyEquity. For questions about the Commission on Equity, contact Kelly Adams at (360) 412-2892 or kadams@ci.lacey.wa.us.

3. February 2, 2021

City personnel discussed the recruitment process at the Lacey Youth Council meeting.

4. February 3, 2021

Thurston Talk article published: *Lacey City Council Seeks Equity Commission Members*.

The City posted a reminder about the Commission on Equity recruitment on the City's Facebook and Twitter platforms.

5. February 4, 2021

The Olympian published *Want to join Lacey's equity commission? Here's how to apply*.

6. February 5, 2021

The City emailed Commission on Equity information to the Equity Workgroup and the Lacey Youth Council. The Equity Workgroup consisted of:

- Dr. Thelma Jackson, Foresight Consultants
- Tam Q. Dinh, Ph.D., LICSW, St. Martin's University
- Isaia Vimoto, Founder, Lacey Polynesian Festival

- Nam D. Nguyen, Commission on Asian Pacific American Affairs Commissioner
- Mustafa Mohamedali PE PMP, Social Secretary, Islamic Center of Olympia
- Antonio Gallegos, Commission on Hispanic Affairs Commissioner

7. February 8, 2021

The City released its second press release on the on-going Commission on Equity recruitment. This included providing updated information that Commission on Equity applications were available in Spanish, Korean, Vietnamese, and Chinese, in addition to English.

The City also posted information on the applications being in Spanish, Korean, Vietnamese and Chinese on the City's website, and social media platforms, Facebook and Twitter.

8. February 9, 2021

The City shared recruitment information shared with Diversity, Equity, and Inclusion (DEI) Coordinators at the cities of Olympia and Tumwater.

9. February 19, 2021

The City posted a reminder about the application process to the City's Facebook. This Facebook post was shared by the Masters of Public Administration program at Evergreen State University, the Thurston Regional Planning Council, and others.

10. February 24, 2021

The South Sound Business magazine published an article entitled, *Lacey City Council Seeks Equity Commission Members*.

Application Accessibility

Commission on Equity applications were made available in five languages, including: English, Spanish, Korean, Vietnamese, and Chinese. In Lacey, the languages most frequently spoken at home for populations five years and over according to the United States Census Bureau's 2015-2019 American Community Survey (ACS) were: English (83%), Spanish (6%), and Korean (2%), see **Table A**. The ACS collects data on an ongoing basis, January through December. The 5-year estimates from the ACS are "period" estimates that represent data collected over a period of time.

The City only received applications in English.

TABLE A		
2019 ACS - Language Spoken at Home For Populations 5 Years and Over		
	Estimate	% of Total
Total:	45,849	-
Speak only English	38,210	83%
Spanish	2,900	6%
French, Haitian, or Cajun	42	0%
German or other West Germanic languages	540	1%
Russian, Polish, or other Slavic languages	165	0%
Other Indo-European languages	233	1%
Korean	1,035	2%
Chinese (incl. Mandarin, Cantonese)	354	1%
Vietnamese	402	1%
Tagalog (incl. Filipino)	573	1%
Other Asian and Pacific Island languages	1,207	3%
Arabic	123	0%
Other and unspecified languages:	65	0%

Applications Received

In total, the City received 23 applications.

The City received 16 applications within City-limits and 7 applications within Lacey's UGA.

The City did not receive any applications from youth participants.

Application Questions

In addition to contact information, applicants were required to respond to the following questions:

1. Tell us about yourself. What special skill, knowledge, or lived experience would you bring to the Commission?
2. What is your perspective on issues of equity, inclusion and representation in Lacey?
3. If appointed, what issue(s) or topic(s) would you recommend the Commission focus its effort on first?
4. Please provide any additional information you would like the Lacey City Council to consider when reviewing your application.

Applications were also asked to certify that they provided correct information, had reviewed Ordinance 1581, met the residency requirements, would share points of view and engage in conversation respectfully, would actively attend and engage in all meetings throughout the year, would prioritize the needs of the community over personal interests, and were able and willing to participate in online video conferencing.

Selection of Commission members

The following two options are recommended for selecting Commission on Equity members:

Option 1: The Equity Team reviews and makes recommendations to the Lacey City Council for approval

The Equity Workgroup (members listed above) reviews the applications and interviews the candidates. The Equity Workgroup would recommend seven candidates to the Lacey City Council for approval to the Commission on Equity. **Table B** provides an outline of the steps for this option.

Option 2: The Lacey City Council reviews and approves

The Lacey City Council reviews and interviews the candidates. The Lacey City Council would select and appoint seven individuals to the Commission on Equity. **Table C** provides an outline of steps for this option.



TABLE B

Option 1: The Equity Team reviews and makes recommendations to the Lacey City Council for approval

Step	Task	Tentative Date
1.	<p>Initial Application Review The Equity Team reviews the applications.</p> <p>The names and addresses of the applicants will be removed for this review. In lieu of this information, applications will be assigned a unique identifier (a random three-digit number) and map depicting the general location of the applicant's place of residence.</p>	Late March
2.	<p>Presentations Applicants would provide a five-minute presentation to the Equity Team during which they would overview:</p> <ol style="list-style-type: none"> 1) Interest on serving on the Commission on Equity; 2) What issue(s) or topic(s) would you recommend the Commission focus its effort on first; and 3) Anything else they would like this group to consider when reviewing your application. <p>To ensure consistency, there would be no unscripted questions asked of applicants.</p> <p>Prior to this presentation, the Equity Team would receive updated applications with the applicant's names and addresses included.</p> <p>The Equity Team would select seven candidates to recommend to the Lacey City Council for consideration.</p>	Mid-April
3.	<p>Recommendation to the City Council The Equity Team's recommendations would go before the Lacey City Council for consideration.</p>	April 15, 2021 Worksession
4.	<p>Approval by the City Council The Lacey City Council votes to appoint seven individuals to the Commission on Equity.</p> <p>(Youth member selection – there were no Youth applicants)</p>	May 6, 2021
5.	<p>Commission starts convening</p>	Late May / Early June 2021



TABLE C

Option 2: The Lacey City Council reviews and approves

Step	Task	Tentative Date
1.	<p>Initial Application Review The Lacey City Council reviews the applications.</p> <p>The names and addresses of the applicants will be removed for this review. In lieu of this information, applications will be assigned a unique identifier (a random three-digit number) and map depicting the general location of the applicant's place of residence.</p>	March 24, 2021
2.	<p>Presentations Applicants provide a five-minute presentation to the Lacey City Council during which they would overview:</p> <ol style="list-style-type: none"> 1) Interest on serving on the Commission on Equity; 2) What issue(s) or topic(s) would you recommend the Commission focus its effort on first; and 3) Anything else they would like the Lacey City Council to consider when reviewing your application. <p>To ensure consistency, there would be no unscripted questions asked of applicants.</p> <p>Prior to this presentation, the City Council would receive updated applications with the applicant's names and addresses included.</p>	April 22, 2021 Work session
3.	<p>Second Review Lacey City Council would be provided a way to assesses (by numerical rating) each candidate's answers and overall application/presentation, if so desired.</p> <p>-or-</p> <p>The City Council could discuss candidates and preferred selections after the interviews are completed.</p>	April 22, 2021 Work session

4.	<p>Selection</p> <p>The Lacey City Council would vote to appoint selected members to the Commission on Equity.</p> <p>(Youth member selection – there were no Youth applicants)</p>	<p>May 6, 2021 Regular Meeting</p>
5.	<p>Commission starts convening</p>	<p>Late May / Early June 2021</p>

Alternatively, the Lacey City Council could determine another method to select Commission on Equity members than the options listed above.

Starting the Commission:

It is recommended that the following steps occur once Commission on Equity members are selected:

1. Following the Lacey City Council Regular Meeting on May 6, 2021, the City will notify applicants of their selection to the Commission on Equity.
2. The Commission on Equity would meet for the first time in late May or early June 2021. The first meeting would include introductions and an overview of Commission guidelines and procedures.
3. The City would use a consultant to lead the subsequent meeting (or meetings), during which the group would establish:
 - a. Shared definitions, e.g., equity, inequities, etc.; and
 - b. Develop a draft workplan for the remainder of 2021 for the City Council’s consideration.

Future Commission on Equity meetings could include additional consultants as needed and as permitted by resources.

Resources and Examples of equity work

The following provides examples of areas of City-led equity work from materials from the Government Alliance on Race and Equity (GARE), the National League of Cities (NLC) – Race, Equity, and Leadership (REAL), the International City Manager Associations (ICMA), Municipal Research and Services Center (MRSC), Thurston County Public Health and Social Services Health Equity Project in partnership with Thurston Thrives and work performed by existing Equity Commissions and Equity Teams in other jurisdictions.

Note: This list is not intended to be exhaustive or in any means directive to the Commission on Equity.

1. Review and recommend strategies for more inclusive community collaboration and public engagement, including outreach opportunities and language access.
2. Review and recommend processes, policies, plans, programs, and/or services offered by the City (or gaps in services) to meet the needs of the community and improve decision-making.

3. Review and recommend organizational changes to remove barriers to equitably accessing services, programs, employment, etc. Review recruitment, development and retention practices to ensure barriers to employment are identified and addressed.
 4. Review and establish a racial equity tool / equity lens to improve planning, decision-making, and resource allocations for City services and/or programs. Create tools to examine capital investments, public services, and events to ensure more equitable distribution of resources within the community.
 5. Facilitate the building of relationships. Develop partnerships internally and externally to the organization to work on achieving systemic change.
 6. Educate and communicate internally and externally about Diversity, Equity and Inclusion. Build DEI competency in City Leadership and city personnel.
 7. Use data-driven approaches to all of the above.
 8. Performing such other duties as the mayor and/or city council may direct (to the commission).
-

ADVANTAGES:

1. Both **Option 1** and **2** allows reviewers (Equity Team and Lacey City Council) to focus on applicant answers during the initial review.

Option 1 allows all applicants the opportunity to speak in front of the Equity Team and **Option 2** allows all applicants the opportunity to speak in front of the Lacey City Council. Presentation made by the applicants would be for the same period of time and using the same medium (e.g., ZOOM).

DISADVANTAGES:

1. No disadvantages identified at this time. Future work performed by the Commission on Equity may result in recommendations for more equitable applicant selection processes for the City of Lacey's Boards and Commission members, including the selection process for the Commission on Equity.



COMMISSION ON EQUITY

Selection Process & Next Steps



COMMISSION ON EQUITY

Background

- Jan. 21, 2021 – Ordinance 1581
- Purpose:
 - Identify and advance opportunities that will create a more welcoming community.
 - Continue critical conversations on race and equity.
 - Seek greater participation from underrepresented community members.
 - Identify existing gaps and barriers which could prevent full participation in government and public policy.
- Create policy recommendations for the Lacey City Council.



COMMISSION ON EQUITY

Organization

- 7 general members, 1 Youth member
- Reside in City or UGA
- Appointed by the Mayor and subject to the confirmation of the City Council
- Term – 3 years, may serve 2 full consecutive years



COMMISSION ON EQUITY

Soliciting for members

• February 1 to March 1, 2021

- Press Releases
- Media Contacts
- Website
- Social media
- Youth Council
- Equity Workgroup
- DEI Coordinators

Commission on Equity

www.ci.lacey.wa.us/city-government/city-council/city-council-2/boards-commissions/commission-on-equity#:~:text=On%20January%...
Not secure

Legislature Home RCO Health Disparity Ma... City of Lacey City of Lacey Face... City of Lacey Twitter Council Meetings The Olympian City of Lacey - YouT... LegEx AWC Legislative Census Reporter

LIVING IN LACEY DOING BUSINESS VISITING LACEY CITY GOVERNMENT NEWS & EVENTS

City Council

Commission on Equity

On January 21, 2021, the Lacey City Council enacted Ordinance 1581, establishing the Commission on Equity to identify and address issues of inequity through policy improvement, inclusive activities, and educational partnerships. The vision of the Commission on Equity will be to support a welcoming and inclusive City for all members of the Lacey community.

The Commission on Equity consists of seven adults and one youth member. General Commissioners serve for three years. The Youth Commissioner will serve for one year. All Commissioners may serve two consecutive terms. In order to qualify, applicants must reside in the City of Lacey or the Lacey Urban Growth Area (UGA).

If you are interested in serving on this Commission, please use the online application below. The deadline for applications is March 1. Applications are also available in four additional languages:

[公平委员会委员申请书](#)
[청평성 위원 지원](#)
[Solicitud para comisionado de equidad](#)
[Đơn Đăng Ký Làm Ủy Viên Ủy Ban Bình Đẳng](#)

If you require assistance or have questions, please contact Kelly Adams at (360) 412-2892 or kadams@ci.lacey.wa.us

CITY OF LACEY
Equity Commissioner Application

Thank you for your interest in the Lacey Commission on Equity. The City Council seeks volunteers to serve as Commissioners who will focus on the improvement of equity through inclusion activities, education, and policy initiatives. The Commission will address barriers and constraints that limit the full potential of Lacey community members.



COMMISSION ON EQUITY

Soliciting for members

Equity Workgroup:

- **Dr. Thelma Jackson**, Foresight Consultants
- **Tam Q. Dinh, Ph.D.**, LICSW, St. Martin's University
- **Isaia Vimoto**, Founder, Lacey Polynesian Festival
- **Nam D. Nguyen**, Commission Asian Pacific Islander Affairs
- **Mustafa Mohamedali PE PMP**, Social Secretary, Islamic Center of Olympia
- **Antonio Gallegos**, Commission on Hispanic Affairs Commissioner

The screenshot shows a web browser window displaying the City of Lacey website. The page is titled "Commission on Equity" and is part of the "City Council" section. The main content area contains the following text:

Commission on Equity

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[Đơn Đăng Ký Làm Ủy Viên Ủy Ban Bình Đẳng](#)

If you require assistance or have questions, please contact Kelly Adams at (360) 412-2892 or kadams@ci.lacey.wa.us

The bottom of the page features a "CITY OF LACEY" logo and a section titled "Equity Commissioner Application" with a thank you message: "Thank you for your interest in the Lacey Commission on Equity. The City Council seeks volunteers to serve as Commissioners who will focus on the improvement of equity through inclusion activities, education, and policy initiatives. The Commission will address barriers and constraints that limit the full potential of Lacey community members."



COMMISSION ON EQUITY

Application accessibility

- Online
- Applications were made available in five languages:
 - English
 - Spanish
 - Korean
 - Vietnamese
 - Chinese
- Only received languages in English

	Estimate	% of Total
Total:	45,849	-
Speak only English	38,210	83%
Spanish	2,900	6%
French, Haitian, or Cajun	42	0%
German or other West Germanic languages	540	1%
Russian, Polish, or other Slavic languages	165	0%
Other Indo-European languages	233	1%
Korean	1,035	2%
Chinese (incl. Mandarin, Cantonese)	354	1%
Vietnamese	402	1%
Tagalog (incl. Filipino)	573	1%
Other Asian and Pacific Island languages	1,207	3%
Arabic	123	0%
Other and unspecified languages:	65	0%



COMMISSION ON EQUITY

Applications

- 23 Applications
 - 16 – City
 - 7 – UGA
 - No Youth applicants



COMMISSION ON EQUITY

Application Questions

- Contact information
- 1. Tell us about yourself. What special skill, knowledge, or lived experience would you bring to the Commission?
- 2. What is your perspective on issues of equity, inclusion and representation in Lacey?
- 3. If appointed, what issue(s) or topic(s) would you recommend the Commission focus its effort on first?
- 4. Please provide any additional information you would like the Lacey City Council to consider when reviewing your application.
- Certify that they met criteria



COMMISSION ON EQUITY

Proposed Options for Selection Process

Option 1: The Equity Team reviews and makes recommendations to the Lacey City Council for approval

The Equity Workgroup (members listed above) would review the applications and interview the candidates. The Equity Workgroup would recommend seven candidates to the Lacey City Council for approval to the Commission on Equity.

Option 2: The Lacey City Council reviews and approves

The Lacey City Council reviews and interviews the candidates. The Lacey City Council would select and appoint seven individuals to the Commission on Equity.



COMMISSION ON EQUITY

Options

Option 1: The Equity Team reviews and makes recommendations to the Lacey City Council for approval

The Equity Workgroup (members listed above) would review the applications and interview the candidates. The Equity Workgroup would recommend seven candidates to the Lacey City Council for approval to the Commission on Equity.

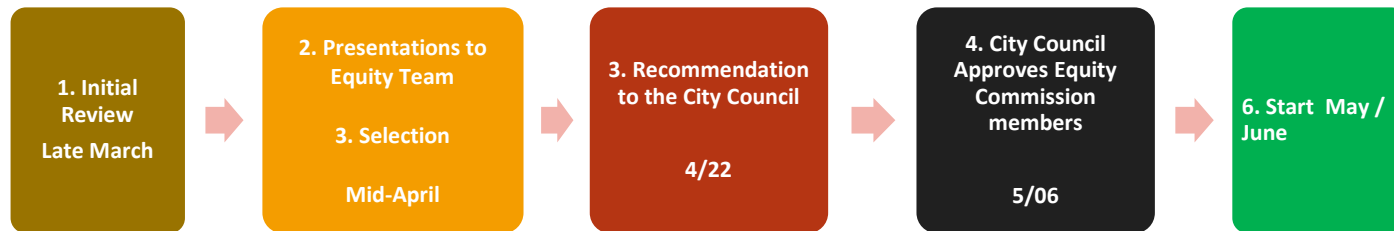


TABLE B		
Option 1: Equity Team reviews and makes recommendations on commissioners		
Step	Task	Tentative Date
1.	Initial Application Review The Equity Team reviews the applications. The names and addresses of the applicants will be removed for this review. In lieu of this information, applications will be assigned a unique identifier (a random three-digit number) and map depicting the general location of the applicant's place of residence.	Late March
1.	Presentations Applicants would provide a five-minute presentation to the Equity Team during which they would overview: <ol style="list-style-type: none"> Interest on serving on the Commission on Equity; What issue(s) or topic(s) would you recommend the Commission focus its effort on first; and Anything else they would like this group to consider when reviewing your application. To ensure consistency, there would be no unscripted questions asked of applicants. Prior to this presentation, the Equity Team would receive updated applications with the applicant's names and addresses included. The Equity Team would select seven candidates to recommend to the Lacey City Council for consideration.	Mid-April
1.	Recommendation to the City Council The Equity Team's recommendations would go before the Lacey City Council for consideration.	April 15, 2021 Worksession
1.	Approval by the City Council The Lacey City Council votes to appoint seven individuals to the Commission on Equity. (Youth member selection – there were no Youth applicants)	May 6, 2021
1.	Commission starts convening	Late May / Early June 2021



COMMISSION ON EQUITY

Options

Option 2: The Lacey City Council reviews and approves

The Lacey City Council reviews and interviews the candidates. The Lacey City Council would select and appoint seven individuals to the Commission on Equity.



TABLE C		
Option 2: Lacey City Council reviews and selects commissioners		
Step	Task	Tentative Date
1.	Initial Application Review The Lacey City Council reviews the applications. The names and addresses of the applicants will be removed for this review. In lieu of this information, applications will be assigned a unique identifier (a random three-digit number) and map depicting the general location of the applicant's place of residence.	March 24, 2021
1.	Presentations Applicants provide a five-minute presentation to the Lacey City Council during which they would overview: <ol style="list-style-type: none"> Interest on serving on the Commission on Equity; What issue(s) or topic(s) would you recommend the Commission focus its effort on first; and Anything else they would like the Lacey City Council to consider when reviewing your application. To ensure consistency, there would be no unscripted questions asked of applicants. Prior to this presentation, the City Council would receive updated applications with the applicant's names and addresses included.	April 22, 2021 Work session
1.	Second Review Lacey City Council would be provided a way to assesses (by numerical rating) each candidate's answers and overall application/presentation, if so desired. -or- The City Council could discuss candidates and preferred selections after the interviews are completed.	April 22, 2021 Work session
	Selection The Lacey City Council would vote to appoint selected members to the Commission on Equity. (Youth member selection – there were no Youth applicants)	May 6, 2021 Regular Meeting
1.	Commission starts convening	Late May / Early June 2021



COMMISSION ON EQUITY

Starting the Commission

1. Notify applicants of their selection on Commission.
2. The Commission on Equity would meet for the first time in late May or early June 2021. The first meeting would include introductions and an overview of Commission guidelines and procedures.
3. The City would use a consultant to lead the subsequent meeting (or meetings), during which the group would establish:
 - a. Shared definitions, e.g., equity, inequities, etc.; and
 - a. Develop a draft workplan for the remainder of 2021 for the City Council's consideration.



COMMISSION ON EQUITY

Resources / Examples of Equity Team Work

- Government Alliance on Race and Equity (GARE)
- National League of Cities (NLC) – Race, Equity, and Leadership (REAL)
- International City Managers Association (ICMA)
- Municipal Research and Services Center (MRSC)
- Other Cities

NOTE: This list is not exhaustive or directive list.



COMMISSION ON EQUITY

Next Steps

Recommendation: Proceed with **Option 1** or **Option 2** as outlined in this staff report to select Commission on Equity members.

City Council Direction

Questions?