

NEIGHBORHOODS & DEMOGRAPHIC DIVERSITY ADVISORY COMMISSION
MEETING NOTES • April 10, 2012 • CITY HALL, CONFERENCE ROOM 4

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10. **Call to Order:** Meeting was called to order at 7:08 pm by Chair Sutton.

20. **Roll Call:**

Commission Chair Shirley Sutton	Council Liaison Mark Smith
Commission Vice Chair Glenda Powell-Freeman	Director Lynn Sordel
Commissioner Rosamaría Graziani	Staff Member Julie Moore

30. **Approval of Minutes:** None

40. **Public Comments:** None

50. **New Business:**

50.1 **Standard Questions for Council Interviews of Board & Commission Applicants:**

Chair Sutton described the process that both she and past Commissioner Sims went through when applying for the Commission. She explained that past Commissioner Petrus did not go through as rigorous a process and that there should be some standardization. Director Sordel commented that the Parks Board Chair is always involved in the vetting of new Board members. Council Liaison Smith commented that by the time applicants are brought in front of Council, they are well vetted and the interview process is a formality.

Standardized questions would be a good idea for applicants early on in the process. All Commissioners agreed that the questions should be asked of applicants early in the process, perhaps during a Commission meeting after submitting a formal application. Council Liaison Smith suggested including the interview process in the Commission Bylaws.

50.2 **C3 Race Conference:** The Communities of Color Coalition (C3) is hosting the first North Puget Sound Conference on Race. Chair Sutton reported that this is the first time an activity like this will be held in Snohomish County. The Commission will be a sponsor for this event. Vice Chair Powell-Freeman offered to help run a booth during the event.

60. **Old Business:**

60.1 **Residency Requirements Update:** As discussed at previous meetings, staff presented the idea to the Mayor and City Council to change the residency requirements of some boards and commissions. This initiative was just approved by City Council and our Commission can now have two at-large positions. Staff will begin promoting our open positions. Commissioners are encouraged to help recruit members from the community. Director Sordel commented that the letter Chair Sutton submitted to City Council on behalf of the Commission was critical in moving this initiative forward.

60.2 **Commission Goals & Activities Reviewed:** Chair Sutton reviewed the Goals and Activities for 2012 which is stated in the Annual 2011 Annual Report to City Council. In summary, the Commission is doing a great job at accomplishing the goals set forth for 2012. Notes attached on a separate page.

60.3 **Community Profile Presentation Follow Up:** Staff Member Julie Moore reported back to the Commission on some follow up questions they had regarding the data provided in April. Council Liaison Smith commented that he would like to see the data linked to policies that the Council needs to address. Things such as ‘are our translation services adequate?’ Director Sordel commented that Parks, Recreation & Cultural Arts will be incorporating the data into our strategic planning and budget preparation.

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1 Council Liaison Smith stated that he would like to see the Commission take on the Multi-
2 Cultural Fair and create a Decision Package for the Council to decide on.

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4 **70. Staff Update:**

5 **70.1 Recreation Center Staff Update:** Director Sordel reported to the Commission that
6 the Recreation Center recently hired three new part-time staff. All three are bilingual: one
7 is fluent in Vietnamese, one fluent in Russian and Armenian and the other is fluent in
8 Spanish. These new hires will greatly help with customer service for our non-English
9 speaking customers and it better reflects the demographics of our city.

10 **70.2 Volunteer Appreciation Event:** Commissioners were reminded of the annual
11 Volunteer Recognition Event scheduled for Wednesday, April 25th at 7pm.

12 **70.3 Farmers Market:** Director Sordel reported that the Farmers Market proposal
13 submitted to Verdant Health Commission was not approved and funded at this time. The
14 city is committed to this initiative and will work with the Verdant team and resubmit the
15 grant application again.

16 **70.4 Superintendent's Roundtable:** Staff Member Moore reminded Commissioners about
17 the Superintendent's Roundtable discussion on Gangs in Schools scheduled for
18 Wednesday, April 11 at noon.

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20 **80. Council Liaison Update:** Council Liaison Smith had no news to share at this time.

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22 **90. Comments for the Good of the Order:**

23 **90.1** Chair Sutton passed out a flyer regarding a special day of honor for the Tuskegee
24 Airmen on May 25, 2012.

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26 **100. Adjournment:** Meeting adjourned at 8:30 pm.