

NEIGHBORHOODS & DEMOGRAPHIC DIVERSITY ADVISORY COMMISSION

MEETING NOTES • June 19, 2012 • CITY HALL, CONFERENCE ROOM 4

1 10. **Call to Order:** Meeting was called to order at 7:05pm by Chair Sutton.

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3 20. **Roll Call:**

4 Commission Chair Shirley Sutton Council Liaison Mark Smith

5 Commission Vice Chair Glenda Powell-Freeman Director Lynn Sordel

6 Commissioner Rosamaría Graziani Staff Member Julie Moore

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8 30. **Approval of Minutes:** None

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10 40. **Public Comments:** Commission candidate Gloria Sepulveda was in attendance. Ty Tufuno
11 who is a Commissioner with the Washington State Commission on Asian Pacific American
12 Affairs, was in attendance with her son Moses Tufuno.

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14 50. **New Business:**

15 50.1 **Interview of Commission Candidates:** Commission candidate Gloria Sepulveda
16 gave the group a brief background on her history in the community and talked about her
17 desire to become a Diversity Commissioner.

18 50.2 **Discussion of Fall Forum Planning:** Chair Sutton stated that it was time to start
19 planning the Commission's fall forum and she has suggested that we focus on voting rights
20 and awareness. Commissioners were in agreement of this idea. Vice Chair Powell-Freeman
21 knows someone that is a part of the League of Women Voters and she has agreed to attend
22 the July Commission meeting to discuss forum planning. Council Liaison Smith shared his
23 campaign expertise with the Commission. He suggested four steps that the Commission
24 needs to take in order to hold a successful voters forum. 1. Identify what particular races to
25 focus on, i.e. congressional, legislative, etc. 2. Identify partners, i.e. League of Women
26 Voters, Korean Women's Association, etc. Chair Sutton will contact Communities of Color
27 Coalition and the NAACP. 3. Identify a theme, most likely neighborhoods and diversity. 4.
28 Send out invitations to candidates before the primary elections. Council Liaison Smith
29 explained there were several types of forums that we could hold: debate, town hall, and an
30 equal time forum. He suggested the latter option be held with a moderator and pre-
31 determined questions. Council Liaison Smith also suggested holding a voters forum next
32 fall as Lynnwood officials will be up for election. Chair Sutton has already been in contact
33 with the Edmonds Community College Audio Visual Department and they are interested in
34 filming the forum.

35 50.3 **2013-2014 Budget Process: How the Commission Can Help:** Director Sordel
36 discussed the upcoming budget process with the Commission. Departments are currently
37 working on developing their individual budgets which will be submitted to the Mayor and
38 Finance Director next week. The Mayor will be the first audience for the proposed budgets.
39 In July, each Department will meet with the Mayor and Finance Director to discuss their
40 budget and Decision Packages. From that, the Mayor will craft his budget which will be
41 presented to City Council this summer. On Monday, June 11, 2012, Chair Sutton and Vice
42 Chair Powell-Freeman attended the City Council Business Meeting and delivered a public
43 comment on behalf of the Commission. They advocated for the International Farmers
44 Market, a reinstatement of the Multi-Cultural Fair, and a translation initiative. Chair Sutton
45 explained that these three items were reasonable requests and asked for Council's support.
46 These three initiatives will be submitted to the Mayor as Decision Packages, which is a
47 request for new funds.

48 50.4 **2013 MLK Event Planning Update:** The Martin Luther King Jr. Celebration
49 Planning Committee met to start planning the 2013 event. The committee has a speaker

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1 identified but must do some more work in order to secure funding for a deposit. Chair
2 Sutton, who is also the chair of the MLK Planning Committee, commented that this past
3 year's speaker Van Jones was awesome and people are still buzzing about the event. The
4 2013 event is scheduled for Thursday, January 17, 2013.

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6 **60. Old Business:**

7 **60.1 C3 Race Conference Follow Up:** Vice Chair Powell-Freeman gave a recap of the
8 conference. She stated that the conference was very informational, there were great
9 presenters and the keynote speaker was great. She commented that Chair Sutton always
10 goes the extra mile to make an event special. The next race conference is scheduled for
11 April 2013.

12 **60.2 Celebration of Food Festival Follow Up:** The Celebration of Food Festival was on
13 May 22 at the Lynnwood Convention Center. There were approximately 1500 participants.
14 Planning has already begun for next year's event. City staff are in the process of requesting
15 the use of the Convention Center again for next year's event.

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17 **70. Staff Update:**

18 **70.1 Community Profile Presentation Update:** Staff Liaison Moore reported to the
19 Commission that the Lynnwood Community Profile has been finalized and copies have
20 been given to Council Members, the Mayor and all the Department Directors.
21 Commissioners were also given a copy of the report. Director Sordel requested that
22 Commissioners bring their copy of the report to each Commission meeting as we will be
23 referring back to the data frequently. Director Sordel will ensure that other Board and
24 Commission members receive a copy of the report as well.

25 **70.2 GovDelivery Update:** City staff has received approval from the Mayor to implement
26 GovDelivery, which is an electronic newsletter service. The Outreach teams, along with the
27 Webmaster are working on project implementation and anticipate a launch at the end of
28 July. This new electronic newsletter software will allow us to reach new audiences with
29 timely and relevant news and updates. Director Sordel also reported to the Commission that
30 City Council recently approved a contract for a new city website. The current website is
31 over 10 years old. A new website will greatly improve the community's access to
32 information.

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34 **80. Council Liaison Update:** Council Liaison Smith also commented on the Council's recent
35 approval of a new website. He reported that the Council has been getting briefings on
36 Public Works issues, Economic Development issues and the new justice facility. He
37 commented that the budget will be a big issues and the Commission should attend meetings
38 in support of the decision packages they endorse. He advocated for calling and emailing the
39 Mayor and the Council to show support for these items.

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

42 **90.1** Commission candidate Gloria Sepulveda is writing a letter of support for Chair
43 Shirley Sutton that will be submitted to the Edmonds Community College President Jean
44 Hernandez. She asked that any Commissioners that would like to support the letter to
45 please contact her.

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