

**NEIGHBORHOODS & DEMOGRAPHIC DIVERSITY ADVISORY COMMISSION**  
**MEETING MINUTES • June 9, 2015 • CITY HALL, COUNCIL CHAMBERS**

1 **10. Call to Order:** Meeting was called to order at 7:00 p.m. by Chair Rosamaría Graziani.

2

3 **20. Roll Call:**

4 Commission Chair Rosamaría Graziani	Commissioner Shirley Sutton
5 Commission Vice Chair Berel Paltiel	Commissioner Ty Tufono (absent)
6 Commissioner Glenda Powell-Freeman	Council Liaison Ian Cotton
7 Commissioner Pining Reyes	Executive Office Liaison Art Ceniza
8 Commissioner Angel Shimelish	Staff Liaison Tracy Sloan

9

10 **30. Approval of Minutes:** The minutes were reviewed and the following corrections noted: line 22  
11 add Vice Chair; line 27 add closing quotation mark; line 34 time of event should be 10am –  
12 8pm; line 44 health misspelled; page 2 line 36 ad s to end of e-mail. Commissioner Sutton  
13 moved to approve minutes with the corrections. Commissioner Powell-Freeman seconded the  
14 motion. The minutes were approved with the corrections.

15

16 **40. Public Comments:** None.

17

18 **50. Council Liaison Update:** Council Liaison Cotton briefed the Commission on the council  
19 activities. The City Council expressed appreciation for Chair Graziani and the group who came  
20 to support her at the recent business meeting. The Council approved a strategic planner  
21 position and has been working on budgeting for outcomes. Council Liaison Cotton again  
22 stressed his availability for bringing forth to the council those things that need to be done.

23

24 There was a discussion. Chair Graziani’s presentation was approved by the majority of four by  
25 e-mail (Commission Vice Chair Paltiel, Commissioner Reyes, Commissioner Sutton) and  
26 Commissioner Powell-Freeman in person. The Mayor was not aware of the budget request. It  
27 represented a violation of the Public Meetings act as the Commission did not vote on the  
28 budget request in a public meeting.

29

30 **50.1 Budget Proposal Summary** - Commissioner Reyes briefed on the May 26<sup>th</sup> Business  
31 meeting where Chair Graziani presented a budget request of \$9,000 for the Diversity  
32 Commission. Several people from the Latino community came and spoke in support of  
33 Commissioner Graziani and the Commission. The Council appreciated the comments.

34

35 **50.2 Discussion by the Commission** - There was more discussion related to the Budget  
36 proposal. Council Liaison Cotton said the last fifteen minutes of the council discussion was  
37 educational. There was a motion for the funding and the motion was later amended to a work  
38 session for a future date. No date is set at this point. Executive Office Liaison Ceniza  
39 commented that he didn’t remember it being discussed at the prior commission meeting. Also  
40 Executive Office Liaison Ceniza expressed that the Mayor was embarrassed as she was not  
41 aware of the request. She appoints the Commissioners. There is a specific process to make  
42 budget requests. It is an honest mistake. Executive Office Liaison Ceniza commended the  
43 passion and stated that the executive department wants to work with the commission. The  
44 Commissioners were e-mailed a letter from the Mayor. Council Liaison Cotton says the Mayor  
45 controls the budget although the council can allocate or put aside money. He respects the  
46 process and things can be done different ways.

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1 After more discussion Commissioner Sutton asked to table the budget proposal and move on.  
2 Chair Graziani stated that there was some urgency with the Celebrating Latino History Month  
3 being in September and the need to have some money for the event. She made a motion to  
4 separate out the Celebrating Latino History Month event and called for a vote. The  
5 Commissioners voted yes with one abstaining and none opposed.

6  
7 **60. Old Business:**

8 **60.1 National Day of Remembrance** – Vice Chair Paltiel summarized the event. There were 35  
9 people. The speaker was good. In the future, they will look at doing the event later in the day.

10 **60.2 Parks and Recreation CPR and First Aid Event with Spanish translation** – Chair Graziani  
11 briefed on the event and considered it successful.

12 **60.4 Dance Company from Mexico** - Chair Graziani is collaborating with the Arts Commission  
13 and leveraging their support. She had some flyers for commissioners to distribute. The event is  
14 Sunday, June 28<sup>th</sup> at 4 p.m.

15 **60.5 Filipino Event** – Commissioner Reyes talked about the event. It will be catered and they  
16 are asking for a \$3 donation.

17 **60.6 Joint Board and Commissions Meeting** – Vice Chair Paltiel attended the event and said it  
18 was nice and informational. They had talked about the new city center.

19 **60.7 State of the City** – Executive Office Liaison Art Ceniza asked to combine the summary of  
20 the State of the City and the Mayor’s Letter to the Commission.

21  
22 **70. New Business**

23 **70.1 Mayor’s Letter to the Commission** – Executive Office Liaison Ceniza informed the  
24 Commission that Mayor Smith was unable to attend the meeting due to an out of state  
25 previous commitment. He asked the Commission to read the letter from the Mayor. He went  
26 on to summarize her points. She thanked Vice Chair Paltiel for attending the Joint Board and  
27 Commissions meeting in which staff members gave presentations on the City Center, the  
28 Comprehensive Growth Plan, the City Brand Story and the future of the City. There will be  
29 more similar meetings in the future. The Mayor delivered her second State of the City which  
30 was well attended by the community and staff. She talked about the Community Vision and  
31 was reaffirmed by the Council. Highlights included the importance of community connections,  
32 outreach, and diversity as well as public safety and city infrastructure. The arrival of light rail to  
33 the Lynnwood Transit Center by 2023 will become a game changer for Lynnwood. Mayor Smith  
34 stressed strategic planning and building partnerships. Mayor Smith is requesting all Boards and  
35 Commissions to create a strategic plan that aligns with the city’s overall strategic plan. Her  
36 direction to the Diversity Commission for 2015 is to focus its efforts on three critically  
37 important areas:

- 38 ○ Developing a Strategic Plan
- 39 ○ Following up on the two priorities the Commission presented to the City Council on April  
40 21, 2014 relating to 1. Providing opportunities for city staff to receive cultural  
41 competency training and 2. Working with the city’s Human Resources department to find  
42 ways to recruit a diverse applicant base and analyzing city hiring processes.
- 43 ○ Partnering on such activities as the MLK event, Black History Month, Holocaust  
44 Remembrance Day, Stand Against Racism, Veterans events, and community education  
45 activities.

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1 Mayor Smith addressed the Diversity Commission’s request to have and control its own budget  
2 by asking the Commission to follow the established process for her to review and consider the  
3 request. Mayor Smith closed her letter with saying “I want you to know that I fully support the  
4 important work that needs to be done in our community. I am committed to making  
5 Lynnwood a safe, welcoming place for all members of our community. I want the members of  
6 the Diversity Commission to be trusted messengers for our city. I am confident that we can  
7 work collaboratively to make Lynnwood a place that we can all be proud to call home.”  
8

9 Commissioner Freeman Powell wanted to acknowledge the efforts of Chair Graziani in  
10 preparation of the budget request. She made a motion that the preliminary budget document  
11 be approved by the Commission and called for a vote. The Commissioners voted yes with one  
12 abstaining and none opposed.  
13

14 **70. New Business:**

15  
16 **70.2 Introduction of a Facilitator** – Executive Office Liaison Ceniza introduced Regina  
17 Alexander who is currently the City’s Probation Supervisor. She has a Master’s in Business  
18 Administration and has been involved in providing training for Diversity and Cultural  
19 Competency.

20 **70.3 Strategic Planning Meeting Scheduling** – Vice Chair Paltiel proposed to use the regularly  
21 scheduled commission meetings as it is so important that all Commissioners are involved.  
22 After discussion it was decided that there would be a special meeting on July 1<sup>st</sup>. The second  
23 meeting will be the Commission’s regular meeting on July 14<sup>th</sup> with thirty minutes for business  
24 and the remaining one hour being designated for the Strategic Plan discussion. Materials will  
25 be sent out early for the commissioners to review.

26 **70.4 Latino Heritage Month Celebration** – Chair Graziani asked for interest in a subcommittee  
27 to plan the event. Commissioner Shimelish, Commissioner Powell-Freeman, Commissioner  
28 Sutton, Commissioner Reyes. Chair Graziani would check to see if LETI will partner with the  
29 Commission.  
30

31 **80. Staff Update:**

32 **80.1 E-mails** - Staff Liaison Sloan encouraged the Commissioners to use Commissioner City e-  
33 mails for Commission business. If they were not intending to use them then the  
34 Commissioners should notify Staff Liaison Sloan or Chair Graziani so the commissioners are  
35 receiving all information.

36 **80.2 Website** – The Commission web page has been updated. Minutes and agendas are being  
37 placed on the website. Chair Graziani would like to ask that all the past meeting minutes be  
38 placed on the website. Chair Graziani asked if there could be a place on the web page that the  
39 community could ask questions and she would be willing to respond in a Frequently Asked  
40 Question format.  
41

42 **90. Comments for the good of the order** - Executive Liaison Ceniza suggested the Commissioners  
43 watch the Council meetings online as they can help them with Parliamentary procedures.  
44 There are also resources available online. Vice Chair Paltiel expressed his appreciation of  
45 Council Liaison Cotton, Executive Liaison Ceniza and Mayor Smith. The Commissioners present  
46 concurred.

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2 90. **Adjournment:** Meeting was adjourned at 8:40 p.m. by Chair Graziani.