

**NEIGHBORHOODS & DEMOGRAPHIC DIVERSITY ADVISORY COMMISSION**  
**MEETING MINUTES • July 14, 2015 • CITY HALL, COUNCIL CHAMBERS**

1 **10. Call to Order:** Meeting was called to order at 7:00 p.m. by Vice Chair Berel Paltiel.

2

3 **20. Roll Call:**

4 Commission Chair Rosamaría Graziani (absent) Commissioner Shirley Sutton (absent)

5 Commission Vice Chair Berel Paltiel Commissioner Ty Tufono

6 Commissioner Glenda Powell-Freeman (absent) Council Liaison Ian Cotton (absent)

7 Commissioner Pining Reyes Executive Office Liaison Art Ceniza (absent)

8 Commissioner Angel Shimelish Staff Liaison Tracy Sloan

9

10 **30. Approval of Minutes:** The minutes from June meeting and special meeting on July 1<sup>st</sup> were  
11 tabled for approval at the August meeting.

12

13 **40. Public Comments:** Chris Frizzell had attended the meeting at Verdant for Healthy Committees  
14 Strategic Planning. She had a parent approach her from Cedar Valley Community School. 80%  
15 of the children receive free lunches. The parent was concerned about the school not being  
16 inclusive. Ms. Frizzell feels there needs to be a place where people from the community can  
17 tell their stories.

18

19 **50. Council Liaison Update:** Council Liaison Cotton was unable to attend and asked Council  
20 member Van AuBuchon to represent the council. Council Member AuBuchon informed the  
21 commission that the council would be on break from August 11<sup>th</sup> through September 7th.

22

23 **60. Old Business:**

24 **60.1 Dance Company from Mexico** – Commissioner Reyes talked about the event sharing that  
25 Company had a talented group of dancers and it made a beautiful vision with them dancing  
26 with the trees as a background. It was beautiful and a good event.

27 **60.2 Latino Heritage Month Celebration** – Chair Graziani was unable to attend and there was  
28 no discussion on this item.

29 **60.3 Strategic Planning Continued** – Regina began the strategic planning portion of the  
30 meeting with a recap of the first strategic planning session. The Commission had reviewed the  
31 vision of the Community, the vision of the commission, the history of the commission and the  
32 strategic matrix from 2009. Regina had assigned homework from July 1<sup>st</sup> meeting which was to  
33 review the strategic matrix form of 2009 and report out on what goals from 2009 are still  
34 relevant and to identify current goals for the commission moving forward. Discussion followed.

35

36 The Commissioners felt that the most relevant piece of the matrix and where it had broken  
37 down was on the accountability factor. From the July 1<sup>st</sup> strategic plan meeting, the  
38 Commissioners had asked the Mayor for what she felt was critical for the commission to focus  
39 on. Julie Moore was present and she handed out a letter from the Mayor (**letter attached**).

40

41 The Mayor identified four critically important areas: 1) Connecting with community groups to  
42 establish a network of trusted messengers; 2) Participating in the Mayor’s initiatives; 3)  
43 working with Human Resources to advocate for diversity and cultural competency training for  
44 city employees; 4) Providing city departments with feedback and various plan, projects, and  
45 initiatives, providing city with the “voice of the constituent”.

46

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1 The Commissioners were excited to hear about what the Mayor thought was critical. The  
2 Commission felt it was important to align with the Mayor’s critical areas. Discussion followed.  
3 The Commissioners felt the need to appoint Commissioners to different demographics and  
4 groups in the City to be the main point of contact. By aligning a commissioner with a  
5 demographic group, the commission felt they could center on building relationships and trust  
6 within the groups. They wanted the demographic groups to come and tell their stories so they  
7 have a voice instead of the commissioners being their voice.  
8

9 Commissioner Tufono made a motion: In order to align with the Mayor’s critical areas, focus  
10 will be on accountability by connecting with the community through identifying demographic  
11 groups. The goals would be two-fold: 1) community - building trusted messengers and 2) City –  
12 serve in an advisory role to city departments. The motion was 2<sup>nd</sup> by Commissioner Berel. The  
13 Commission passed the motion unanimously.  
14

15 During the next month, the Commissioners determined that they would be researching who  
16 the demographic groups might be and availability of the commissioners for meeting to work  
17 on the Strategic Plan before the next regular commission meeting building on the work being  
18 done to this point.  
19

20 **70. New Business**

21 No new business was brought forward.  
22

23 **80. Staff Update:**

24 80.1 Commission Budget Request – Art not there, tabled until August meeting.

25 80.1 **Latino Expo** – Julie Moore, Communication Manager, passed out flyer Latino Expo 2015,  
26 Saturday, August 8<sup>th</sup> from 12 p.m. – 5 p.m. at Edmonds Community College. The City is  
27 partnering with LETI (Latino Education Training Institute). There are many sponsors for the  
28 event.

29 80.2 **Latino Lynnwood University** – in September, Julie also shared that the City would be  
30 hosting a special Lynnwood University focusing on outreach to the Latino community. The City  
31 is partnering with two students from LETI. Julie will send out more information on the  
32 University as the details are finalized. Julie asked for the Diversity Commission to partner with  
33 the City on these events.  
34

35 **90. Comments for the good of the order** – Commissioner Shimelish informed the Commission and  
36 wanted to congratulate Edmonds-Woodway High School on their hiring of African American  
37 principal - Terrance Mims. Commissioner Tufono presented a list from Governor Inslee of  
38 Washington State Boards and Commissions openings and encouraged commissioners to  
39 review.  
40

41 **100. Adjournment:** Meeting was adjourned at 8:40 p.m. by Vice Chair Paltiel.

To: Diversity Commissioners

CC: Council Liaison Cotton, Assistant City Administrator Art Ceniza,  
Diversity Commission Liaison Tracy Sloan

From: Mayor Nicola Smith

Date: July 13, 2015

RE: Diversity Commission Strategic Planning

Dear Diversity Commissioners:

I understand that you had a very productive first strategic planning session! I want to thank you all for your commitment to our city. I understand that you reviewed the 2009 Strategic Planning Matrix created by the Commission and wanted to do some reflecting prior to the next session. I also understand that Commissioners were interested in hearing from the Executive Office on what current challenges and issues we are working on.

Our community vision calls for Lynnwood to be a vibrant community with engaged citizens and a welcoming community that respects all citizens. To achieve that vision, we need to make sure that all members of our community feel like they have a voice and they are offered up an opportunity to engage in a meaningful and impactful way. I would like to see the Diversity Commission connect with community groups, non-profit organizations, and demographic subsets of our population to establish a relationship with them – a network of trusted messengers. If there are any concerns or issues that arise, I ask that the Commission report back to the Mayor's office so these concerns can be addressed.

This biennium, the Executive Office has launched several initiatives in an effort to reach out to target demographics. We have already begun work on a veteran's summit and roundtable, a youth initiative, public safety education and outreach, and Sister City discussions. It would be very beneficial to have the Diversity Commission's support on each of these important initiatives.

There is still significant work to be done in regards to diversifying our city employee demographics and providing important diversity and cultural competency training for current employees. I would like to see the Commission work directly with our Human Resources department to review and refine our city's hiring practices to encourage a diversified pool of candidates, and helping us market Lynnwood as a welcoming and inviting place to work.

Another important function of all boards and commissions, especially the Diversity Commission is to be the ‘voice of our constituent’. Our Departments value the thoughts and input of our board and commission members and they would like to utilize the Diversity Commission as a sounding board for new projects, plans and initiatives.

Here is a list of activities for the Diversity Commission to lend their support:

- Connect with community groups to establish a network of trusted messengers. Report back to the Mayor’s office and City Council with recommendations and/or issues.
- Participate and collaborate in the Mayor’s Initiatives
- Work with Human Resources to review and refine city hiring practices to encourage a diversified pool of candidates for job openings.
- Work with Human Resources to advocate for diversity and cultural competency training for city employees.
- Provide city departments with feedback and various plans, projects and initiatives. Provide the city with ‘the voice of the constituent’.