



TUKWILA EQUITY AND SOCIAL JUSTICE COMMISSION

August 2, 2018

5:15 P.M.

Hazelnut Conference Room

MINUTES

I. Call to Order

5:22

II. Introductions

Councilmember Kathy Hougardy

Dat Tran

Mikkell Roeland

Nichelle Page

Guest: Councilmember Zak Idan

Staff: Mia Navarro

III. Approval of Agenda

The group approved the agenda by consensus.

IV. Approval of Minutes, July 11, 2018

Ms. Roeland requested that the first paragraph of the minutes be changed to state Waldron Organizational Development Practice advised King County on their strategic plan for equity and social justice. Ms. Hougardy asked for consensus for the group to approve the minutes as corrected.

V. Unfinished Business

• Wish List

The group listed items they want to accomplish as a result of being on the Commission. Items marked with * are items identified by more than one Commissioner:

- At each Commission meeting identify events, conferences, etc. to attend, and at least one or two Commissioners who will represent the Commission at those events, particularly Tukwila School District events. Attending Commissioners will be expected to report back to the Commission at the next meeting.*
- Serve in an advisory role: make policy recommendations to the Mayor/City Administration, and City Council.*

- Each Commissioner commit to attending or watching City Council meetings with an equity lens. Establish a rotation so that every meeting is covered.
- Partner with the City in implementing the Equity Policy.
- Have a role in the HR Director hiring process and decision-making.
- Analyze and make recommendations regarding minimum qualifications, unbiased hiring practices, and promotions.
- Increase Equity and Social Justice Commission Budget.*
- Engage in equity training on an annual basis, outside of regularly scheduled meeting times.*
- Intentionally seek out community concerns and knowledge.*
- Get feedback from the community regarding equity and diversity in Tukwila.
- Partner with community groups (school district, CBOs, Best Start for Kids, etc.) to advance racial equity and inclusion in Tukwila.
- Keep track of employee harassment and discrimination complaints and grievances, and their outcomes.
- Develop 2019-2020 budget with line items. The City is preparing for a 5% City-wide cut in 2019-2020.
- Request to fold the Equity and Social Justice commission and Sister City and Civic Awareness Committee budgets and activities together.
- Have Commissioners commit to multiple years of participation.
- Develop vision and mission statements for the Commission.
- Request that the City of Tukwila join the [Local and Regional Government Alliance on Race & Equity \(GARE\)](#) at \$1,000 per year for cities with up to 1,000 employees. Among other benefits, GARE members have access to training and consulting programs, and implementation grants.
- Support programs and possibly future grants for students in STEM/STEAM/Career/College exploration.
- Seek grants for equity work.
- Partner with Foster Civics Classes.
- Promote apprenticeships and workforce development.
- Meet with Tukwila Community Connectors.
- Meet with Tukwila School District Family Liaisons.

- **2019-2020 Budget Planning**

2019-2020 ESJ Commission Budget	Per Year
Training and Local Conferences	\$5,000
Supplies	\$500
Community Events	\$500
TOTAL	\$6,000

In 2018, the Equity and Social Justice Commission had a \$3,200 budget, and the Sister Cities and Civic Awareness Committee had budget of \$1,475, for a total of \$4,675. A \$6,000 budget would mean a request to increase the budget by \$1,325 when the City is considering a 3-5% budget cut for 2019-2020. We will have to justify this increase. Mia will write up the budget request.

The group raised the question again of whether or not the group wants to provide grant support to organizations in the community. Since grants as the group has done them in the past were not included in the wish list above, the group indicated they would like to discontinue receiving applications for and awarding grants after 2018. Motion to discontinue receiving applications for, and awarding grants after 2018. Mikkell/Nichelle. Passed.

- **2018 Spending**

The group decided to spend the remainder of the Equity and Social Justice Commission budget on more Equity Training, in the amount of \$1,525.12. The group also decided to award the remaining Sister City and Civic Awareness Committee funding (\$1,475) to Teens for Tukwila trip to Washington DC or other civic field trip. This would be the last grant opportunity since the Commission is switching focus away from awarding grants.

VI. New Business
N/A

VII. Agenda for Next Meeting
Homework and next meeting: Prioritize group wish list

VIII. Adjournment
6:51