



Tukwila Equity and Social Justice Commission

City of Tukwila – City Hall

6200 Southcenter Boulevard, Tukwila, WA 98188

NOTICE IS HEREBY GIVEN that the Equity and Social Justice Commission meeting will be held on **Thursday, March 3, 2022, at 5:30PM.**
THE MEETING WILL NOT BE CONDUCTED IN PERSON.

Join meeting video on your computer or mobile app: [Click here to join the meeting](#)
Participate in the meeting by phone: **253-292-9750**, Conference No. **871 594 730#**

For assistance during the meeting, please call Niesha Fort-Brooks,
Equity and Social Justice Staff Liaison, at **206-406-6692**

MEETING AGENDA

Thursday, March 3, 2022 – 5:30PM

- I **Call to Order**
- II **Introduction** (2 minutes)
- III **Approval of Agenda** (2 minutes)
- IV **Approval of Minutes, February 3, 2022** (2 minutes)
- V **Business Items**
 - Welcome and check-ins (5 minutes)
 - Laurel Humphrey, Legislative Analyst will brief the Commission on the Fireworks Code Proposal. The City Council is considering an amendment to the Municipal Code that would make the sale and discharge of certain types of fireworks legal in the city. “Safe and sane” is often used to describe ground-based fireworks like fountains, sparklers, groundflowers, etc. – basically those types of fireworks that are not aerial and do not explode.

Action item: *Staff is seeking input from the commission to provide recommendations if the Council should amend the Fireworks Code to allow for ground-based fireworks.*
 - Niesha Fort-Brooks, Community Engagement Manager in the Administrative Services Department, will provide an overview of the City of Tukwila’s Community Leadership Initiative (formerly known as the Community Connectors program).

Action item: *Staff is seeking input from the commission to provide input on new community led initiative.*
 - City staff to provide a brief overview of what other cities throughout the nation and regionally are doing to celebrate the Juneteenth commemoration.



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Action item: *Commission to discuss and decide the role they would like to part take in the for-event planning.*

VI Miscellaneous

VII Adjournment



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MEETING MINUTES

March 3, 2022 – 5:30 p.m.

I Call to Order

II Introductions

Aaron Draganov, Co-Chair

Gabriela Quintana, Co-Chair

Dr. Eileen English

Kraig Boyd

Councilmember Kathy Hougardy

Will Ragin

Perri Doll

Bridgette Agpaoa Ryder

Rachel Bianchi

Niesha Fort-Brooks, Staff Liaison

III Approval of Agenda

IV Approval of Minutes February 3, 2022

V Business Items

- Welcome and check ins
- Cyndy Knighton, Senior Transportation Program Manager from the Public Works Department, briefed the Commission on the Neighborhood Traffic Calming Program (NTCP), and requested feedback on any equity-related improvements that could be made to the program within the existing scope, staffing level and budget.
- Commissioners discussed the 2022 Juneteenth Celebration, event planning roles of the commission, and responsibilities. Staff to provide a brief overview of what other jurisdictions are planning for Juneteenth celebrations in 2022.
- Commissioners discussed and recommended that the Tukwila Police Department begin to think about how they want to recruit and do outreach for the Tukwila Police Department hiring process. Add Tukwila Community Representative as interview panel member, and determine the best selection process through practice and implementation.
- City staff briefed the Commission on the Equity and Social Justice Commission Year-end Review of 2021
- Community feedback and knowledge

VI Miscellaneous

VII Adjournment



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CITY COUNCIL POTENTIAL AGENDA ITEMS

IMPORTANT NOTE: Items often shift meeting dates; please review published agendas to ensure that items are scheduled. This is not a comprehensive or final list as items may be added last minute.

March 7 <i>Item Type</i>	PLANNING & COMMUNITY DEVELOPMENT COMMITTEE <i>Topic (Staff)</i>	Starts 5:30 pm <i>Committee Date</i>
Discussion	Economic Development Plan Update	N/A
Discussion	Rental Housing Program Update	N/A
Action Item	Land Use Fee Update Resolution	C.O.W. 3/14
Action Item	True Blue Strategies for Experience Tukwila Contract	Consent 3/21
March 7 <i>Item Type</i>	TRANSPORTATION & INFRASTRUCTURE SERVICE COMMITTEE <i>Topic (staff)</i>	Starts 5:30 p.m. <i>Committee & Date</i>
Discussion	Allentown Neighborhood Project & Q&A	N/A
Discussion	Solid Waste Contract Update	N/A
Committee Decision	RAISE GRANT Application for 42 nd Avenue Bridge	N/A
Action Item	Macadam Road S Water Upgrade & Sidewalk Improvements Contract Admendment	Consent
March 7	Regular <i>Topic (Staff)</i>	
Unfinished Business	Resolution adopting Tukwila Pond Master Plan	C.O.W. 2/28
Unfinished Business	Fire Investigations	CSS 2/14
Unfinished Business	An update to the Wadjir Project	N/A
March 14 <i>Item Type</i>	COMMUNITY SERVICES & SAFETY COMMITTEE <i>Topic (Staff)</i>	Starts 5:30 p.m. <i>Committee & date</i>
Discussion	PD Annual Use of Force Review	N/A
Action Item	Fire/EMS Community Advisory Committee Update	C.O.W. 3/28
March 21 <i>Item Type</i>	PLANNING & COMMITTEE DEVELOPMENT COMMITTEE <i>Topic (Staff) 35 minutes</i>	Starts 5:30 pm <i>Committee & Date</i>
Committee Decision	Zoning Code Housekeeping Amendment	N/A
Discussion	Tukwila Village Community Development Association Update	N/A
March 21	REGULAR <i>Topic (Staff)</i>	<i>Committee & Date</i>
Consent Agenda	Macadam Road S Water Upgrade and Sidewalk Improvements Contract Amendment	T&I 3/7
Consent Agenda	Land Use Fee Update Resolution	PCD 3/7
Consent Agenda	True Blue Strategies for Experience Tukwila	PCD 3/7
March 28	COMMUNITY SERVICES & SAFETY COMMITTEE	Starts 5:30pm
Discussion	Foster Gold Links Operation Plan	N/A
March 28 <i>Item Type</i>	COMMITTEE OF THE WHOLE <i>Topic (Staff)</i>	<i>Committee & Date</i>
Special Issues	42 nd Avenue South Bridge Replacement Option	4/4 Regular



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Special Issues	Fire/EMS Community Advisory Committee Update	CSS 3/14
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COUNCIL AND SUBCOMMITTEE MEETING SCHEDULE

<i>FIN</i>	Finance Committee	2 nd and 4 th Mondays	5:30 PM
<i>PED</i>	Planning & Economic Development	1 st and 3 rd Mondays	5:30 PM
<i>TIC</i>	Transportation & Infrastructure Committee	1 st and 3 rd Mondays	5:30 PM
<i>CSS</i>	Community Services & Safety Committee	2 nd and 4 th Mondays	5:30 PM
<i>REG</i>	Regular Council Meeting	1 st and 3 rd Mondays	7:00 PM
<i>C.O.W.</i>	Committee of the Whole	2 nd and 4 th Mondays	7:00 PM

** Note – the Council traditionally does not hold meetings in the last half of December.*

THE MEETINGS WILL NOT BE CONDUCTED AT TUKWILA CITY HALL, BASED ON THE GOVERNOR’S PROCLAMATION 20-28 ADOPTED MARCH 24, 2020, WHICH SAYS IN PART:

ANY PUBLIC AGENCY, SUBJECT TO RCW 42.30, IS PROHIBITED FROM CONDUCTING ANY MEETING, SUBJECT TO RCW 42.30 UNLESS (A) THE MEETING IS NOT CONDUCTED IN-PERSON AND INSTEAD PROVIDES AN OPTION(S) FOR THE PUBLIC TO ATTEND THE PROCEEDINGS THROUGH, AT MINIMUM, TELEPHONIC ACCESS, . . .”



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CITY COUNCIL REGULAR MEETING

THE PHONE NUMBER FOR PUBLIC LISTEN IN THIS MEETING IS

1-253-292-9750, ACCESS CODE 670077847#.

For Technical Support during the meeting call: 1-206-431-2179

Those wishing to provide public comments at the above meeting will have the opportunity to deliver public comments via email. All written comments received by email to CityCouncil@TukwilaWA.gov, prior to 5:00 PM on the date of the meeting, will be read aloud during the meeting by City staff within the normal five-minute time limit.

FINANCE COMMITTEE

THE PHONE NUMBER FOR THE PUBLIC TO LISTEN TO THIS MEETING IS:

1-253-292-9750, Access Code – PLEASE VISIT [TUKWILA CITY COUNCIL: UPCOMING EVENTS TO OBTAIN CURRENT ACCESS CODE](#)

PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

THE PHONE NUMBER FOR THE PUBLIC TO LISTEN TO THIS MEETING IS:

1-253-292-9750, Access Code – PLEASE VISIT [TUKWILA CITY COUNCIL: UPCOMING EVENTS TO OBTAIN CURRENT ACCESS CODE](#)

TRANSPORTATION AND INFRASTRUCTURE COMMITTEE

THE PHONE NUMBER FOR THE PUBLIC TO LISTEN TO THIS MEETING IS:

1-253-292-9750, Access Code – PLEASE VISIT [TUKWILA CITY COUNCIL: UPCOMING EVENTS TO OBTAIN CURRENT ACCESS CODE](#)

COMMUNITY SERVICES AND SAFETY COMMITTEE

THE PHONE NUMBER FOR THE PUBLIC TO LISTEN TO THIS MEETING IS:

1-253-292-9750, Access Code – PLEASE VISIT [TUKWILA CITY COUNCIL: UPCOMING EVENTS TO OBTAIN CURRENT ACCESS CODE](#)

LODGING TAX ADVISORY COMMITTEE

THE PHONE NUMBER FOR THE PUBLIC TO LISTEN TO THIS MEETING IS:

1-253-292-9750, Access Code – PLEASE VISIT [TUKWILA CITY COUNCIL: UPCOMING EVENTS TO OBTAIN CURRENT ACCESS CODE](#)



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BOARD AND COMMISSION AGENDA ITEMS OF INTEREST TO TUKWILA EQUITY AND SOCIAL JUSTICE COMMISSION

IMPORTANT NOTE: Items often shift meeting dates; please review published agendas to ensure items are scheduled. This is not a comprehensive or final list as items may be added at the last minute. For up-to-date information, visit TukwilaWA.gov/departments/mayors-office/boards-and-commissions

BOARD/COMMISSION	TOPIC
Community-Oriented Policing Citizens Advisory Board (COPCAB)	February 10, 2022: Advisory Board approved January 13, 2022, minutes; Tukwila Police Chief provide monthly updates, including COPCAB’s special recognition and Annual Report. Staffing is at a critical level and recruitment and retention work continues to go on.
Tukwila Library Advisory Board	February 1, 2022: Advisory Board new business agenda discussed chair rotation, open seat discussion, 2022 goals and budget. City staff proposed new quarterly schedule for the advisory board: April 1, July 5, October 4 and December 2022 (Boards and Commission Social). The advisory board was briefed of the KCLS online programming through the end of 2021 with the goal to bring the programming back to library systems. KCLS is looking at expanding hours in 2022 and hiring additional staff. KCLS is looking at a 6-day opening in Tukwila location.
Park Commission	February 9, 2022: The Park Commission welcomed new board member, discussed the Tukwila Pond Park Master Plan, workplan for the Parks commission for 2022, park rules/enforcement and the Capital Investment Plan.
Planning Commission	January 27, 2022: Planning Commission elected officers for 2022; New commissioner was introduced to the commission, Assistant City attorney covered the Planning Commission By-Laws and protocols. Commission received the Directors report.



INFORMATIONAL MEMORANDUM

TO: The Equity and Social Justice Commission
CC: Mayor Ekberg
FROM: Niesha Fort-Brooks, Community Engagement Manger
DATE: February 15, 2022
SUBJECT: The City of Tukwila Community Leadership initiative Program (TCLI)
(formerly Community Connector Program)

ISSUE

Staff is seeking input from the Equity and Social Justice Commission on the City of Tukwila's Community Leadership Initiative (TCLI) prior to finalization.

BACKGROUND

In 2014 the Community Connectors program was established in collaboration with Forterra and Global to Local. The purpose of the Community Connectors was to improve outreach and engagement with communities historically underrepresented in the civic process. The City partnered with community members, particularly with Tukwila's immigrant and refugee communities, to act as liaisons and facilitate communication between the City and their respective communities. The Community Connectors first pilot program was the City's comprehensive plan update, with a focus on housing, the Tukwila International Boulevard (TIB) neighborhood, and access to healthy food.

Over the course of time the Community Connectors Program was becoming ineffective and transactional. The needs of the Community Connectors were not being met, they were survey-burdened, it created disposable leaders, and the Community Connectors were being tokenized due to their race. Additionally, as part of the budget reductions associated with the coronavirus pandemic, the funding for the program was eliminated in 2021.

DISCUSSION

City Staff is currently finalizing details with the TCLI committee before the program launches in late spring or early summer. Following is a summary of the program's purpose, mission statement, committee members, and TCLI program specifics.

TCLI PURPOSE

To elevate, develop and support Tukwila community leaders. The program will incorporate a shared holistic approach that will consist of discussions of real-world lived experiences among Tukwila's diverse community members. The program will provide the necessary tools to understand City services, policies and programs with an emphasis on professional and personal advocacy.

TCLI MISSION STATEMENT

The City of Tukwila Community Leadership Initiative (TCLI) program is a community-led program supported by the City of Tukwila to increase and build upon existing and future leaders in civic engagement, City services, policies and programs. We lead with an equity lens and embrace inclusivity for the betterment of Tukwila’s diverse community.

TCLI COMMITTEE

City staff has taken this opportunity to revamp the previous Community Connectors program. In April 2021, staff recruited a diverse group of community members to develop a new community program, including its identification as the City of Tukwila Community Leadership Initiative (TCLI). Staff reached out to various residents and community leaders who work or live in Tukwila’s diverse community – those with a deep understanding of community needs and lived experiences and who lead with a racial equity lens. Members of the TCLI committee are:

- Diane Melgoza**, former Community Connector and Community Health Worker from Global to Local
- Hien Kieu**, Executive Director - Partner In Employment
- Angel Taherazer**, Day 1 Coordinator/Career Coach One Program Coordinator - Refugee Women’s Alliance
- Lina Sinton-Ali**, Connection Desk Supervisor, Tukwila Health Point
- Margaret Bratcher**, former Community Connector, Planning Commissioner and resident
- Khang Nguyen**, former City of Tukwila Summer High School Internship Program and resident

TCLI PROGRAM SPECIFICS

The TCLI has determined that a civic academy process – which takes the cohort through various levels, functions and entry points of local government – is the best way to transform the participants in the program. The goal is to increase knowledge about how government works, what opportunities are available in City services for individuals to get involved, and how to advocate for their respective Tukwila communities.

The program will allow 8–10 cohort participants. They must live, attend school or work in the City of Tukwila, and are expected to attend at least one informational session. They are required to sign the City of Tukwila’s gift card documentation. To receive the gift card compensation, participants must attend the full session and complete a five-question survey after each session. The survey process will allow the TCLI committee and City staff to measure the success and direction of the program.

TCLI PROGRAM BUDGET

The current budget for the program and allocated costs are as follows:

PROGRAM EXPENSES	ANNUAL BUDGET: \$25,000
Community Connector Compensation	\$100.00 <i>per session</i>
Translation, interpretation, and print material <i>(as needed)</i>	\$2,500.00
Food	\$1,500.00 <i>(TBD)</i>
Childcare <i>(as needed)</i>	\$1,500.00 <i>(TBD)</i>
Professional Services: Facilitators, etc.	\$2,500.00

(TBD: Unknown if program will be in-person at this time, due to the ongoing Coronavirus pandemic.)

TCLI PROGRAM 2022 CURRICULUM

Month	City of Tukwila’s Community Leadership Initiative (TCLI)
April	Welcome and Kick-off: TCLI 2022 Program
May	Basic Advocacy 101
June	Advocacy 102 (deeper dive and community building)
July	Role of City government and City services <ul style="list-style-type: none"> ▪ Executive (Mayor/Administration) ▪ Legislative (City Council) ▪ Judicial (Municipal Court)
August	Government 101: Understanding City services and community impact
September	How to become an elected official; joining Boards & Commissions
October	Cohort to select topic of choice
November	Financial Literacy 101
December	Year-end celebration and evaluation review

TCLI PROGRAM INFORMATIONAL SESSIONS

March 2022 – Two sessions, virtual or in-person TBD

March/April 2022 – Committee convenes to review applications, make cohort selection

RECOMMENDATION

Staff is seeking feedback from Equity and Social Justice Commission on the City of Tukwila Community Leadership Initiative prior to finalization.

ATTACHMENTS

City of Tukwila Community Leadership Initiative PowerPoint Presentation

CITY OF TUKWILA COMMUNITY LEADERSHIP INITIATIVE (TCLI)

(formerly Community Connectors Program)

**Presented by Niesha Fort-Brooks,
Community Engagement Manager**



AGENDA

- Background: The Community Connectors Program
- How we got here: A brief introduction of the TCLI committee, purpose, mission statement and name change
- Program objectives
- Purpose of presentation: Staff is seeking feedback from the Equity and Social Justice Commission on the City of Tukwila's Community Leadership Initiative prior to finalization
- Adjournment

THE TCLI COMMITTEE

- **Margaret Bratcher** – former Community Connector, Planning Commissioner and resident
- **Hien Kieu** – Executive Director, Partner In Employment
- **Diane Melgoza** – former Community Connector and Community Health Worker from Global to Local
- **Khang Nguyen** – former City of Tukwila Summer High School Internship Program and resident
- **Lina Sinton-Ali** – Connection Desk Supervisor, Tukwila Health Point
- **Angel Taherazer** – Day 1 Coordinator/Career Coach One Program Coordinator - Refugee Women's Alliance

BACKGROUND – COMMUNITY CONNECTORS

- ❖ In 2012, the City of Tukwila – in partnership with Forterra and Global to Local – researched how to engage effectively with Tukwila’s diverse residents and community members.
- ❖ This collaboration led to developing steering/staff committees, development of program material, community survey (online/printed), led small group discussions by community leaders and targeted engagement efforts with the Tukwila School District, hosted open houses and neighborhood meetings).

BACKGROUND – COMMUNITY CONNECTORS

- ❖ The Community Connectors program was established in 2014. The pilot project identified, hired and mentored community liaisons.
- ❖ The Connectors received training on City services, and established relationships with elected officials and City staff. They acted as community liaisons to City departments and processes, including outreach efforts for the City of Tukwila’s Comprehensive Plan.
- ❖ Input from the Connectors was useful for future improvements on City projects and programs.

PURPOSE

To elevate, develop and support Tukwila community leaders.
The program will incorporate a shared holistic approach that will consist of discussions of real-world lived experiences among Tukwila's diverse community members.
The program will provide the necessary tools to understand City services, policies and programs with an emphasis on professional and personal advocacy.

MISSION STATEMENT

The City of Tukwila's Community Leadership Initiative (TCLI) program is a community-led program supported by the City of Tukwila to increase and build upon existing and future leaders in civic engagement, City services, policies and programs. We lead with an equity lens and embrace inclusivity for the betterment of Tukwila's diverse community.

EXPECTATIONS OF PARTICIPANT

- ✓ Attend at least one Informational Session
- ✓ Apply to TCLI (program allows 8–10 participants)
- ✓ Live, attend school or work in the City of Tukwila
- ✓ Sign the City of Tukwila’s gift card documentation
- ✓ Attend each session to receive a gift card compensation
- ✓ Complete survey following each session. (Survey process will allow TCLI committee and City staff to measure success and direction of program.)

INFORMATIONAL SESSIONS TBD

March 2022 – Two sessions, virtual or in-person TBD

March/April – Committee convenes to review applications, cohort selection

PROGRAM CURRICULUM

The TCLI has determined that a civic academy process, which takes the cohort through various levels, functions and entry points of local government is the best way to transform the participants in the program.

The goal is to increase knowledge about how government works, what opportunities are available in City services for individuals to get involved, and how to advocate for their respective Tukwila communities.

PROGRAM CURRICULUM

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May	Basic Advocacy 101
June	Advocacy 102 (deeper dive and community building)
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October	Cohort to select topic of choice
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PROPOSED PROGRAM BUDGET

PROGRAM EXPENSES	ANNUAL BUDGET: \$25,000
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(TBD: Unknown if program will be in-person at this time, due to the ongoing Coronavirus pandemic.)



***The City of Tukwila thanks the
Equity and Social Justice Commission
for your input and feedback.***

QUESTIONS?