



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 **March 2, 2023, at 5:30PM.**

Join the meeting video on your computer or mobile app: [Click here to join the meeting](#)

Participate in the meeting by phone: **253-292-9750**, Phone Conference ID: 986 969 249#

For in-person, please join us at **5:30PM**

Tukwila Justice Center, 15005 Tukwila International Blvd, Tukwila, WA 98188

For assistance during the meeting, please call Rachel Bianchi,
Equity and Social Justice Staff Liaison, at **206-396-0341**

MEETING AGENDA

Thursday, March 2, 2023 – 5:30PM

I Call to Order

II Introduction (2 minutes)

III Approval of Agenda (2 minutes)

IV Approval of Minutes, February 2, 2023 (2 minutes)

V Business Items

- Get to know your fellow Commissioners

COMMISSION ACTION ITEM: Share information on yourself and learn more about others

- Housing and Other Legislative Updates

COMMISSION ACTION ITEM: Learn more about potential State Law changes affecting housing and other critical issues

- Commission Retreat Planning Logistics

COMMISSION ACTION ITEM: Agree to date, time and location

- Joint City Response to the Killing of Mr. Nichols in Memphis

COMMISSION ACTION ITEM: Review the joint City response, per the Commission's request at the February meeting.

VI Miscellaneous

VII Adjournment



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MEETING MINUTES

Thursday, February 2, 2023 – 5:30PM

ATTENDEES:

Dennis Nguyen

Peri Doll

Joe Duffie

Kathy Hougardy

Will Ragin

Trish Kinlow

Rachel Bianchi

Tony Cullerton

Stacy Hansen

Pete Mayer

Jenny Ayers

Lorenzo Clara

I Call to Order II Introductions

III Approval of Agenda - the Commission approved the agenda

IV Approval of Minutes, February 2, 2023 – the Commission approved the minutes

V Business Items

- Get to know your fellow Commissioners – the Commission and meeting guests shared information about themselves.
- EPIC 2022 Review and 2023 Priorities – EPIC members provided an overview of the 2022 priorities and how they were operationalized, as well as a discussion of the 2023 priorities. (See presentation attached to the minutes.). Commissioners asked questions and provided feedback. Commissioners suggested adding a review of “plain language” in City materials as a part of the Language Access 2023 priority identified by EPIC.
- Equity and Social Justice Commission 2023 Retreat Planning – The Commission is very supportive of having a retreat to focus on the history and mission of the Commission, review of the bylaws and equity training, as well as strengthen relationships among Commissioners. There was consensus to doing an internal retreat first to achieve the goals above and then do an external retreat to invite other Boards and Commissions to



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- participate. The goal is to do this during the normal commission time but at a different place, when the new Inclusion and Engagement Manager has been hired. The Commission will revisit what they may want to do for an external retreat at a later time.

VI Miscellaneous – There was a question as to what the City is doing – either administration, Council or Police Chief – in response to the murder of Mr. Tyre Nichols in Memphis and, if not, why.

VII Adjournment

EPIC Annual Review

2022 Accomplishments

2023 Priorities

EPIC 2022 Priorities

- Finalize and Pilot Racial Equity Toolkit
- Finalize and Pilot Equitable Outreach Guide
- Develop an external equity website
- Equity training for City staff

EPIC 2022 Accomplishments

- Finalize and Pilot Racial Equity Toolkit
 - Teen and Senior Center
 - Human Services funding proposals
 - Council rules update
 - Tukwila Pond Master Plan
 - Housing Action Plan
- Finalize and Pilot Equitable Outreach Guide
 - Economic Development Strategy
 - Comprehensive Plan
 - Budget Outreach Effort

- Develop an external equity website •

<https://www.tukwilawa.gov/departments/administrative-services/diversity-equity-inclusion/>

- Equity training for City staff
- Benita Horn & Scott Winn

EPIC 2023 Priorities Background

Each year EPIC identifies two to four priorities to implement as a part of the ongoing commitment to its adopted equity policy. EPIC priorities must meet following criteria:

- They must be achievable
- They must move the needle
- They must be realistic

This is done through an annual retreat at the end of the year, which culminates EPIC members brainstorming potential proprieties for the following year based the equity policy's six goals. Key themes are lifted from these brainstorming sessions and the group collectively decides on the final priorities.

Operationalize the Racial Equity Toolkit

EPIC has been working on developing the Racial Equity Toolkit and now ready to be operationalized. Each department will be expected use the Racial Equity Toolkit a minimum of two times in 2023. To ensure this effort is successful, it will be key that departments are trained in how to use the toolkit. The focus in this area for 2023 will be training and providing support to departments using the toolkit, as well as monitoring that each department has used it at least twice 2023.

Operationalize the Equitable Outreach Guide

EPIC has produced a clear, concise guide for City staff doing outreach in our community. In 2023 the focus for this priority will be educating the departments on the guide and being a resource for departments with questions on the guide.

Language Access

EPIC recognizes the importance of ensuring access to City government for all, including those community members that do not speak English. We also recognize that with so many different languages in our community it creates a variety of challenges as well as opportunities. This priority will focus on how the City can better meet the needs non-English speaking community members, including ensuring the is meeting its Title VI obligations.

Tukwila Equity Index

The development of a data-driven equity index will allow City leaders and staff to make decisions on investments, programming and other issues based on data. This priority will focus in 2023 on beginning build the Tukwila Equity Index by looking at available data, prioritizing what data should be included and beta testing the Index toward end of 2023.

How we do this work

• Christopher Andree, DCD • Michael May, Parks • Darren Hawkins, Parks Pete Mayer, Parks
• Griffin Lerner, PW • Rachel Bianchi, Admin Serv • Jennifer Ronda, PW • Scott Kirby, Admin Serv
• Jenny Ayres, Admin Serv • Sherry Edquid, • Jerry Hight, DCD • Stacy Hansen, Admin Serv • Joel Bush, Admin Serv • Tiffany Johnson, Parks • John Perry, PD • Timothy Phung, DCD • Joseph Mose, DCD Tony Cullerton, FIN • Laurel Humphrey, Council • Trish Kinlow, Court • Marlus Francis, Parks

Questions/Feedback?



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COUNCIL AND SUBCOMMITTEE MEETING SCHEDULE

<i>FIN</i>	Finance & Governance Committee	<u>2nd</u> and <u>4th</u> Mondays	5:30 PM
<i>PCD</i>	Planning & Community Development Committee	1 st and 3 rd Mondays	5:30 PM
<i>TIS</i>	Transportation & Infrastructure Services 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	1st and 3 rd Mondays	7:00 PM
<i>C.O.W.</i>	Committee of the Whole	<u>2nd</u> and <u>4th</u> Mondays	7:00 PM

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

The City of Tukwila offers hybrid format for its Council and Committee meetings. Those wishing to join the meetings electronically may access them with the information below. Those wishing to attend inperson should visit:

- **Regular Council and Committee of the Whole** Meetings: Tukwila City Hall Council Chambers – 6200 Southcenter Boulevard
- **Planning & Community Development** and **Community Services & Safety** committee meetings: Hazelnut Conference Room – 6200 Southcenter Boulevard (knock on door to the east)
- **Finance & Safety** and **Transportation and Infrastructure Services** committee meetings: Duwamish Conference Room – 6300 Southcenter Boulevard (second floor, down the hall on the right)

CITY COUNCIL REGULAR & COMMITTEE OF THE WHOLE MEETINGS

THE PHONE NUMBER FOR PUBLIC LISTEN IN THIS MEETING IS
1-253-292-9750, ACCESS CODE 670077847#. Click here to join: [Join Microsoft Teams Meeting](#)

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.



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FINANCE & GOVERNANCE COMMITTEE

THE PHONE NUMBER FOR PUBLIC LISTEN IN THIS MEETING IS

1-253-292-9750, ACCESS CODE 965 223 169# [Click here to join the meeting](#)

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

PLANNING & COMMUNITY DEVELOPMENT COMMITTEE

THE PHONE NUMBER FOR PUBLIC LISTEN IN THIS MEETING IS

1-253-292-9750, ACCESS CODE 225 526 605# [Click here to join the meeting](#)

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

TRANSPORTATION & INFRASTRUCTURE SERVICES COMMITTEE

THE PHONE NUMBER FOR PUBLIC LISTEN IN THIS MEETING IS

1-253-292-9750, ACCESS CODE 439 818 817# [Click here to join the meeting](#)

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

COMMUNITY SERVICES & SAFETY COMMITTEE

THE PHONE NUMBER FOR PUBLIC LISTEN IN THIS MEETING IS

1-253-292-9750, ACCESS CODE 912 764 861# [Click here to join the meeting](#) For

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