



Community Involvement Commission (CIC) August 2024 Meeting Minutes

August 19, 2024

5:00 – 7:00 pm

Webex Meeting & Seattle City Hall Room 370

Commissioners present: Marcus White, Julio Perez, Mike Seo, Nausheen Rajan, Heidi Morisset

Commissioners not in attendance: Ahoua Koné, Martha Lucas, Cade Wiger

City of Seattle Staff present: Staff liaisons Alvin Edwards, Laura Jenkins, and Lydia Faitalia (Department of Neighborhoods)

Transcriber's Note: The notes shown below are summaries of statements provided. They are not transcriptions and have been shortened and edited to include the major points raised. Full comments are retained in the files in video recording and available upon request.

Commission Purpose

The Community Involvement Commission advises the Mayor, City Council, and the Seattle Department of Neighborhoods on equitable public engagement strategies, focusing on underrepresented communities.

Community Involvement Commission Norms & Values

Norms and values were displayed on screen.

Commissioner Roll-call

Roll-call was conducted by staff liaison Edwards to confirm the attendance of commissioners.

Old Business

Community Comments and Vote on 7/15 Meeting Minutes

The commission voted to approve the July 15, 2024, Community Involvement Commission meeting minutes.

Marisol Beas, who is the incoming Get Engaged appointee for the Community Involvement Commission, introduced herself to the group.

Racial Equity Trainings for Board and Commission Members

Danielle Friedman, with the Department of Neighborhoods, provided an update on the ongoing efforts to schedule racial equity training sessions for Department of Neighborhoods board and commission members. She noted challenges with scheduling with some sessions having been canceled due to insufficient registration.

The commissioners discussed the possibility of rescheduling the December session to October or November to avoid conflicts with holiday travel. Danielle acknowledged the difficulty in accommodating everyone's schedules, given that many members have other job commitments.

Commissioner Morisset suggested holding shorter, more frequent training sessions, which could be more manageable for members to attend. Danielle agreed to explore this option, although she expressed concern that shorter sessions might not allow for the depth of discussion needed.

Action Items:

Danielle Friedman will explore rescheduling the training for October and will gather member preferences regarding the time of day for these sessions. She will report back with final details.

Subcommittee Breakouts to Work on Goals

The commission held subcommittee breakout sessions to refine their goals for the upcoming year. Staff Liaison Laura Jenkins suggested that one group remain in the main room while another breakout into a separate area to reduce distractions.

1. Subcommittee on Strengthening CIC relationships & visibility with City of Seattle stakeholders, which include City Council, Mayor & City departments.
 - a. Subcommittee members: Commissioner Julio Perez, Commissioner Heidi Morisset, Commissioner Marcus White

- b. Discussion at 8/19 meeting: The members discussed setting a goal for each commissioner to attend at least one City Council or community meeting per month. They discussed developing a schedule of events that other commissioners could attend, thus ensuring consistent representation at key meetings. They also would like to hold at least one subcommittee meeting a month.
2. Subcommittee on Strengthening CIC's relationships with the city of Seattle communities by building trust, being seen as a committed advocate acting in the community's best interest.
 - a. Subcommittee members: Commissioner Martha Lucas, Commissioner Cade Wiger, Commissioner Ahoua Koné
 - b. Discussion at 8/19 meeting: All members of this subcommittee were absent
3. Subcommittee on Retaining Commissioners and recruitment.
 - a. Subcommittee members: Commissioner Mike Seo and Commissioner Nausheen Rajan
 - b. Discussion at 8/19 meeting: Commissioners plan to make goals around giving new commissioners a more comprehensive welcome to the commission.

Action Items:

Subcommittees will refine their goals and strategies, ensuring they are specific, measurable, attainable, relevant, and time-bound (SMART). They will present these goals at the next meeting for further discussion.

Five-minute Break

Experience Survey Results Action Items Including Proposed Changes to Norms

The commission revisited the results of a recent experience survey, which collected feedback on members' experiences and the commission's effectiveness. Commissioners summarized the key findings, noting areas for potential improvement.

Cade Wiger and other members had been working on proposed changes to the commission's norms based on the survey results. However, with Cade absent, the Commissioners decided to postpone the discussion until he could present his recommendations at the next commission meeting.

The commission agreed on the need to translate the survey feedback into actionable changes that would improve the commission's operations and member satisfaction.

Action Items:

Cade providing information on proposed changes to the norms will be added to the agenda for the next commission meeting. The commission will continue to work on implementing strategies based on the survey results.

Staff Liaison Updates

- Recruitment Updates:
 - Staff liaison Laura Jenkins provided an update on the ongoing recruitment efforts for new commissioners. Three appointment packets have been submitted for approval: two mayoral appointees and one Council-appointed position. These appointments are expected to be processed in time for the September meeting, pending approval before the Council's budget season.
 - The commission continues to work on filling vacancies in City Council Districts 2, 3, 4, and 5, with potential candidates being considered.
 - Commissioner Seo shared details of his recent discussions with District 5 staff regarding recruitment priorities.
- Staff Transition Update:
 - Staff liaison Laura Jenkins announced her upcoming transition to a new role within the department, specifically with the People's Academy for Community Engagement and the Seattle Renters' Commission. Staff liaisons Alvin Edwards and Lydia Faitalia will continue to support the commission during this transition, with additional staff support to be determined.
 - **Action Items:** Continue recruitment efforts, focusing on filling the remaining vacancies. Staff liaisons Alvin Edwards and Lydia Faitalia will take over as the main points of contact following Laura's departure after the September commission meeting.
- Budget
 - Staff liaison Lydia Faitalia informed the commission that they have \$5,000 remaining in the budget to be spent by the end of the year. Potential uses for the funds include renting meeting space for the retreat, hiring guest speakers or trainers, and providing food for the retreat.

- She also mentioned the possibility of the commission leading an end-of-year event in collaboration with other city commissions. The commission was asked to consider this idea and provide feedback at the next meeting.
- **Action Items:** Commissioners were asked to brainstorm ideas for utilizing the remaining budget, with subcommittees potentially discussing this further in their meetings. Lydia Faitalia will follow up with additional information on budget parameters.

Upcoming Meetings and Retreat

The next CIC meeting is scheduled for September, with the location to be confirmed. Commissioner Seo proposed using a co-working space in the north end of Seattle, which is available at no cost. The space is functional but may have limitations in terms of virtual capabilities and public transit accessibility.

The commission is planning an in-person retreat in October, following the success of last year's retreat. A poll will be sent out to determine the best date for the retreat, and volunteers will be sought to help plan the agenda.

Action Items:

Staff liaisons will distribute a poll to finalize the retreat date. Commissioners interested in joining the retreat planning subcommittee will be contacted.

New Business

Commissioners shared updates on recent community engagement activities.

- Commissioner Seo reported on two events he attended, both focused on community feedback and engagement with City planning efforts. He raised concerns about the effectiveness of these events, particularly regarding the outreach to youth and the accessibility of the locations.

The commission also discussed the potential formation of an executive committee to help streamline decision-making and improve organizational efficiency.

Action Items:

Further discussion on the formation of an executive committee and additional community engagement strategies will be scheduled for future meetings.

Community Comments

Community member Dianne Ramsey suggested that the commission consider participating in community events like art walks and street fairs to engage with the public more directly. She noted that such events could offer valuable opportunities for commissioners to connect with the community in a more informal setting.

Lauren Rosenthal expressed interest in joining the commission and inquired about ways to get involved in community engagement efforts in Seattle. Staff liaison Laura Jenkins will provide her with the application link and further information on engagement opportunities.

Response: The commission acknowledged the suggestions and expressed interest in exploring more community engagement activities in the future.

Adjournment:

The meeting was adjourned at 7:00 PM.