

MINUTES
MOUNTLAKE TERRACE
DIVERSITY, EQUITY AND INCLUSION COMMISSION MEETING

August 23, 2023
7:00 p.m.

Mountlake Terrace City Hall and
via Telephone/Teleconference

Commissioners Present

Chair William Paige
Commissioner Apio (via Teleconference at 7:35 p.m.)
Commissioner Courtney
Commissioner Francisco
Commissioner Onat

Commissioners Absent

Commissioner Matsuda

Guests

None

Council Liaison

Councilmember Erin Murray (absent)

City Staff

Stormwater Program Manager Laura Reed
Deputy City Manager and Staff Liaison Carolyn Hope
City Clerk Jennifer Joki

Call to Order

Chair Paige called the meeting to order at 7:00 p.m.

Attendance Roll Call

City Clerk Jennifer Joki called roll.

Public Comments

A letter was sent to the DEIC from Beth Lanie, Mountlake Terrace resident, regarding a poster at the Pavilion. It has been added to the record.

Approval of July 19, 2023 - Meeting Minutes

A **motion** to approve the meeting minutes was made and approved by vote, 4-0.

An Introduction to the City of Mountlake Terrace

Staff and Commissioners introduced themselves for Commission Onat's first meeting.

City Tree Code Updates Presentation (Laura Reed, Stormwater Program Manager)

Reed presented on this item to include the Trees for Terrace program, tree equity, revised tree code, and timeline.

Reed heard and responded to questions and comments regarding requirements for the program.

Discuss League of Women Voters Opportunity (Chair William Paige)

Paige informed the Commission of the shifts for the voter registration event in September with the League of Women Voters. Information and training will be provided for volunteers.

Recap on Orientation (Deputy City Manager and Staff Liaison Carolyn Hope)

Hope heard and responded to questions and comments regarding the commission's orientation, Code of Ethics, Comprehensive Plan, DEI initiatives, and the consultant process.

The commission discussed the Code of Ethics for Council, Boards, and Commissions.

National Night Out Outreach Summary and Discussion (Chair William Paige and Deputy City Manager and Staff Liaison Carolyn Hope)

The commission discussed the community's participation on the "What does diversity/equity/inclusion mean to you?" boards at National Night Out. The commission discussed what diversity, equity, and inclusion means to them and how these can be incorporated into the Comprehensive Plan and other areas of the city.

DEI Consultant Search (Deputy City Manager and Staff Liaison Carolyn Hope)

Hope informed the commission on the status of the consultant search. Two requests for proposals have been listed, one for DEI planning and the other for DEI training. Roughly, \$60,000 has been allocated from Council to the DEIC for the consultants.

The commission discussed the criteria for selecting the consultant, who will be making the consultant selection, DEI training for more than just those on this commission.

Elect Chair and Vice-Chair

A **motion** to elect a Diversity, Equity and Inclusion chair and vice-chair annually and that they have a term limit of one year was made and approved by vote, 5-0.

The commission discussed nominations for Chair and Vice-Chair.

A **motion** to elect William Paige as Chair was made and approved by vote 5-0.

A **motion** to elect Karem Onat as Vice-Chair was made and approved by vote 5-0.

Commissioner & Chair Reports

- Commissioner Francisco shared that Washington Family Engagement will be hosting classes, assisted League of Women Voters with post card mailing, and assisted with National Night Out.
- Commissioner Courtney assisted with National Night Out and Concerned for Neighbors Food Bank needs and possibility presenting to the commission.
- Chair Paige attended the Snohomish County Economic Alliance Chamber of Commerce and the Nubian Jam in July, reminded the commission about the September voter registration event, remarked on the multi-language welcome signs in the city, and commented that each commissioner has a platform to inform others.

City Council Liaison Report

None.

Staff Report (Deputy City Manager and Staff Liaison Carolyn Hope)

Hope reported on upcoming proclamations and volunteers wanted for the Comprehensive Plan Advisory Group from the schools.

A **motion** to recommend to the City Council the Hispanic Heritage Month Proclamation recipients was made and approved by vote, 5-0.

New Business

A **motion** to excuse Commissioner Matsuda was made and approved by vote, 5-0.

Invitation for Cops and Clergy will be sent to the commissioners from Hope.

Agenda Considerations

- Cultural celebration nights for the schools are coming up (provide dates and what they may need from the commission).
- League of Women Voters event follow-up

Adjournment

A **motion** to adjourn the meeting was made and approved by vote, 5-0.

The meeting was adjourned at 9:03 p.m.



City Clerk