COMMUNITY INVOLVEMENT COMMISSION (CIC)

May 17, 2021

6:00 – 8:00 pm

Webex Meeting

**Commissioners present:** Chris Maykut (he/him, co-chair), Emily Kim (she/her), Bill Southern (he/him), Julie Pham (she/her, co-chair), Carol Redfield (she/her), Felix Chang (he/him)

**Commissioners not in attendance:** Robin Kim (they/she), Martha Lucas (she/her), Jasmine Aryana (she/her)

**City of Seattle Staff present**: Laura Jenkins (DON, she/her), Angela Rae (DON, she/her)

***(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 voice recording and available upon request.***

# Public Comment

There were no public comments.

# Commissioner Introductions

Commissioners and City staff liaisons introduced themselves and described what is giving them joy and anxiety right now.

# Commission Discussion

## Update from Staff Liaison Angela Rae on recruitment for commission:

* There will be 11 vacancies on the commission starting at the end of May
* Seattle Department of Neighborhoods has started recruitment with an [online application](https://seattle.surveymonkey.com/r/CIC-2021) open until June 14
* Staff Liaison Angela Rae is working with liaisons at the Mayor’s Office and City Council to spread the word on the opportunity to apply to be on the commission
* Asked commissioners to also spread the word
* Decided to keep application open for six weeks and may be extended
* Contact co-Staff Liaisons with any questions around recruitment or if you know anyone interested in being a commissioner

## What do you think the commission should be doing for the rest of the year, and in 1-2 years? What is realistic?

* Commissioner Bill Southern: When new commissioners transition in, sit down and talk about what the commission is about, what is expected of commissioners, why commissioners wanted to be a part of commission.
* Commissioner Felix Chang: Agrees with Bill. Keep whatever focus topics that are decided on very narrow so that they can be addressed more deeply. Vaccination for hard-to-reach communities and transitioning back to school – commission could advise on how to engage more equitably.
* Commissioner Carol Redfield: Agrees with Bill and Felix. Need to peel back to commission expectations and what the charge is. Hear from Public Health on what they’re doing around vaccine outreach and commission could give input in terms of hard-to-reach communities. What is concerning the community right now.
* Commissioner Emily Kim: Agree – mission and purpose of the commission. Needs coming out of the pandemic for schools, businesses, vaccination sites, communities that need extra help. Getting a rundown of City department priorities to hear about what folks are thinking about.
* Commissioner Chris Maykut: Start with just one thing to work on so the commission does not spend multiple months picking topics. Monitoring City’s pandemic relief so that as we emerge from this, the support is still there. Potentially work on this for six months and then reassess.
* Commissioner Julie Pham: Next 2-3 months will be really spent recruiting. What learning can be happening during this time? Something that is valuable but not time sensitive. Are we advising different departments or working directly with community? Is the commission inward or outward facing? This question needs to be answered. How much can be done during an election year? How much would a new administration impact the work of the commission?
* Commissioner Kim: If people are appointed already and working on things, I am not sure how much it will change. Are certain commissioners assigned to commissions?
* Commissioner Pham: There are a lot of unanswered questions.
* Commissioner Southern: I would like to hear from some of these different departments and hear what they are doing for outreach. Take that information (what, how, and why they are doing what they are doing) and decide what we would like to tackle. We could come up with our own definition of what outreach should be and advise based on that. Once we have this information, then we can talk about a timeline.
* Commissioner Redfield: It sounds like an infrastructure needs to be built. Looking at the process itself is important. Where are we getting our data? We need to go back to the drawing board before we can be functional.

## What questions do we have for City administration for recruiting and rebuilding the commission?

* Commissioner Chang: Where is the greatest inequity within community? What are the Seattle Department of Neighborhoods’ and Mayor’s Office priorities?
* Commissioner Maykut: If commissioners are something the City values, can they make the appointment process for commissioners more streamlined? A few people who wanted to be on the commission opted not to after waiting for their appointments to move through the system.
* Staff Liaison Angela Rae mentioned that a new Mayor will be elected in the fall and will be making their own appointments to commissions.
* Commissioner Kim: Can a sworn commissioner be replaced when a new administration comes into office?
	+ Staff Liaison Rae: Once they’ve been approved by the full City Council, they have the option to serve their full term.
	+ Leaving commissions early – open seats process
* Commissioner Southern: I don’t know much about the Administration but I’ll be sitting in on the Victory Heights Community Council. Not exactly sure what the commission does. Didn’t have an answer.
* Staff Liaison Rae: The commission needs to have a brand.
* Commissioner Pham: Assumption that we are supposed to be out in community and listening and the City already employs a lot of people for this work. Is that the focus? There are a lot of opportunities for City departments to learn from each other and we can help them see that. Who makes the decision on the direction for the commission? Mayor, Council, or Seattle Department of Neighborhoods? Is the commission internal or external facing?
* Commissioner Kim: CIC is super focused on equity but every commission should have that focus.
* Commissioner Pham: It feels like we are constantly asking for permission.
* Commissioner Redfield: This has been an ongoing question about the commission. It is complex. Maybe we can have an in-person work session to figure it out? Is it development, redevelopment, remodeling, etc.? Would commissioners terming out be interested in being a part of these conversations because of their historical knowledge?
* Commissioner Pham: I would not commit unless some of these questions are answered.

## What recommendations do we have for City administration for recruiting and rebuilding the commission?

* Commissioner Southern: Information sharing so we can be true advocates.
* Commissioner Maykut: Commissioners representing certain districts can help recruit to their specific district. Commissioners could send names of potential commissioners to Council staff. Councilmembers may have folks already in mind.
* Commissioner Kim: I think people are looking for volunteer opportunities right now. It is important to make being a commissioner sound more accessible and less intimidating. An opportunity to give back.
* Commissioner Maykut: Agree with everything Emily said. Get Engaged folks bring energy.
* Commissioner Chang: Digital engagement will still be a big thing for next year. It will be important to engage commissioners who are experts at digitally engaging communities and think about how to support people who traditionally might have a harder time with technology.
* Commissioner Pham: Connect the over 700 City commissioners. Think about the role of commissions and how to connect commissioners. Commissioners could be more empowered to do things.

## What are the benefits to the commissioners to serving on the CIC?

* Commissioner Chang: Connecting with community members and learning about perspectives and solutions.
* Commissioner Kim: Cool to be in the middle ground of City and community.
* Commissioner Maykut: Agree with Emily. Being a conduit between community and government. It is important for people to get involved in politics and government.
* Commissioner Pham: Learning about the way government works. Community Involvement Commission is in a special position because so many people’s work touches community engagement.
* Commissioner Kim: Feel that the commission has been such a dynamic, interesting, diverse group of people and felt more comfortable because of that.
* Staff Liaison Jenkins: Seattle Department of Neighborhoods Communications team has offered to do profiles on commissioners who are terming out to help get the word out about open positions and demystify being a commissioner.

## What are the challenges of recruiting people to the CIC?

* Commissioner Chang: Commission will need to decide about their role in direct engagement versus advising.
* Commissioner Southern: One of the biggest challenges is us. Do we have the outreach materials? What are we doing to reach out about this opportunity? What are some of the things outgoing commissioners wish they had, would have, or could have done?
* Commissioner Maykut: The hard part is the elevator speech. Cast a wide net the first few years and it is hard to say what we do. Point to our annual reports that we have the website. A way to potentially get people interested in the commission.
* Commissioner Pham: What is our role? Also, the slowness of things – just so much bureaucracy. Energy on the commissioner to do more but were limited by bureaucracy. Would be difficult to refer commission to people who are action-oriented but more so for people interested in process.
* Commissioner Southern: Who is missing on the commission?
	+ Staff Liaison Rae: It is a gaps analysis to see who is missing. Targeted recruitment is possible and something we are doing.

# Approval of Previous [Meeting Minutes](https://www.seattle.gov/neighborhoods/community-involvement-commission/meeting-agendas-and-minutes)

The September 2020 and April 2021 Community Involvement Commission minutes were approved by a quorum of commissioners.

#  Update from Commission Staff Liaisons

Staff Liaisons Rae and Jenkins:

Recently asked the City Attorney’s Office if someone has to live or work in Seattle to be on the commission and the answer is no. However, if a commissioner is City Council appointee and they move outside of their appointed district they can no longer hold that position.

## Process for updating commission bylaws:

* Commissioner Southern brought up at the last meeting a request to replace the word “minority” with other terms like Black, Indigenous, and People of Color (BIPOC), etc. at future meetings and asked if that could be added in the bylaws.
* Staff Liaison Rae checked with the City Attorney’s Office about updating commission bylaws. They said that proposed amendments to the bylaws must be presented in writing to the Executive Committee and the proposed amendment should then become part of an upcoming agenda for a vote.
	+ The Executive Committee is made up of the commission co-chairs and any chairs of commission committees.
* Bylaws may be amended at any time provided any proposed change to the bylaws may not be acted on until the regularly scheduled monthly commission meeting.

A pronouns column has been added to the public comment sign-in sheet as requested. This version will be used when the commission meets in person next.

If a commissioner is appointed by a City Councilmember, they do have access to their office.

## Design Commission request

* The Design Commission and the Community Involvement Commission were planning a co-meeting to brainstorm around City outreach in early 2020. With the pandemic, the meeting was postponed. The Design Commission is still interested in this opportunity if the Community Involvement Commission is still interested.
	+ Commissioner Pham: Sounds like it would be something to wait until there are more commissioners.

The commission has been approved to use Zoom moving forward and the next meeting invite will be via Zoom.

# Outgoing Commissioner Share-out

Commissioners Pham, Kim, Maykut, and Chang described what is next for them, what they have learned from the experience of being a commissioner and allowed time for questions. Commissioners and Staff Liaisons also told the outgoing commissioners what they appreciate about them and thanked them.

# Adjournment

The meeting was adjourned.

Chat from the meeting:

from Jenkins, Laura to everyone: 6:21 PM

More information on the commission vacancies and application: <https://frontporch.seattle.gov/2021/05/03/city-of-seattle-seeks-community-members-to-serve-on-the-community-involvement-commission/>

from Jenkins, Laura to everyone: 6:27 PM

What do you think the commission should be doing for the rest of the year, and in 1-2 years?

from Jenkins, Laura to everyone: 6:47 PM

What questions do we have for City administration for recruiting and rebuilding the commission?

from Jenkins, Laura to everyone: 7:02 PM

What recommendations do we have for City administration for recruiting and rebuilding the commission?

from Jenkins, Laura to everyone: 7:09 PM

What are the benefits to the commissioners to serving on the CIC?

from Jenkins, Laura to everyone: 7:09 PM

What are the challenges of recruiting people to the CIC?

from Olivia to everyone: 7:11 PM

I have to run but thank you so much for allowing the public to join this conversation! Really interesting to hear what this group is working on.

from chris maykut - PNA to everyone: 7:11 PM

I've been using the annual reports for recruitment outreach

from chris maykut - PNA to everyone: 7:22 PM

Global Majority!

from Julie Pham to everyone: 7:50 PM

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