COMMUNITY INVOLVEMENT COMMISSION (CIC)

August 15, 2022

6:00 – 8:00 pm

Webex Meeting & Phinney Neighborhood Association

**Commissioners present:** Ahoua Koné (she/her), Robert Radford, Saba Rahman (she/her), Martha Lucas (she/her), Bill Southern (he/him), Marcus White

**Commissioners not in attendance:** Julia Jannon-Shields (she/her)

**City of Seattle Staff present**: Alvin Edwards (Seattle Department of Neighborhoods, he/him), Laura Jenkins (Seattle Department of Neighborhoods, 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.***

***Please note: the Conversation with Councilmember Tammy Morales will happen at a later date due to a scheduling conflict that arose.***

# Public Comment & Vote on 7/18 and 7/23 Meeting Minutes

Commissioners voted to approve the Community Involvement Commission’s 7/23/22 special meeting minutes with one correction.

# Staff Liaison Updates

* Commissioner Resignation
  + Krissy Dillin, District 6 commissioner has resigned from the position due to limited time capacity. She has offered to help with meeting room reservations if needed.
    - Commissioners suggested an exit interview to seek additional feedback.
    - Seattle Department of Neighborhoods Staff Liaisons (DON) will work to draft an appreciation letter for the Councilmember & Co-chairs to sign and Councils’ office to send out for resignations/vacancies.
      * DON reached out to councilmember Strauss office re: commission resignations, their office is reviewing applications for the district vacancy now.
  + Standard log to track resignations/vacancies will be developed and maintained by Marcus White.
    - DON will look into a Google drive to archive all commission documents to share with members.
* Upcoming Meetings
  + Councilmember Morales will attend a future meeting due to last minute arrangements. DON will stay in contact to reschedule preferably for September/October meeting.
    - Draft commission questions prior to councilmember Morales visit in October. DON can send the questions to councilmember Morales office prior to meeting visit.
  + Michael Bailey, Director of Human Services Department is tentative to the October CIC meeting.
* Appointments
  + YMCA helps coordinate candidates for the Get Engaged position. The YMCA will notify the candidate later this month.
    - Chase in the Mayor’s office approved candidate, offer will be given later this fall.
  + Question: How can we be sure they’re appointed in a timely manner?
    - All appoints go through City Council within a two-stage process. Each position varies depending on the full council accommodations.
    - Laura/Alvin will speak with DON Council Liaison to push for updates and implement strategies used to expedite the timeline.
* Questions for October meeting guest – Human Services Department
  + High-level presentation on grant opportunities focused on individual programs, service providers and community safety. Deputy Director Bailey is interested in receiving feedback from the commission.
  + Commission suggestions:
    - Prior notice of Human Services Department goals/missions to make sure they align with commissions goals.
    - How did Deputy Director Bailey find out about the commission?
    - HSD proposed commissions sit in on the HSD hiring process for resume review and 1st interview panel. Martha & Saba are interested in learning more.
* Answers to Commission Questions
  + Question: Is there a conflict of interest serving in a leadership position for community organizations and that organization applying for a Department of Neighborhoods grant?
    - Alvin spoke with Marc Mayo, Ethics Advisor for City of Seattle. He stated that any commissioner on a capacity of making changes and/or suggestions to City programs must recuse themselves from the process. Due to a conflict of interest, regarding the individual benefit.
  + Question: Direct community outreach communications, how much time was spent on commission work?
    - DON is still waiting on an answer.
  + Question: How many views are on the commission site?
    - 1,162 page views, 340 returning visitors for site, 173 visitors for “meet the commissioners”.

# Vote for Commission Co-Chairs

* Current: Martha Lucas, Bill Southern, and Marcus White were voted in as commission Co-Chairs.
* Suggestion for future commission 🡪 4 Co-Chairs when we have a full Commission of 16 people.

# Retreat Debrief & Follow-Up

* Draft mission/vision 🡪 Commission approved.
  + Suggestion: Making sure the language of message is inclusive for everyone. “Trusted” is the language used and will be earned through committed actions with commissions.
  + Commission Mission: “The CIC advises the Mayor, City Council, and the Seattle Department of Neighborhoods on equitable public engagement strategies with a focus on underrepresented communities.”
  + Commission Vision: “The vision of the CIC is to give Seattle communities, especially historically underrepresented communities, a trusted voice to the City of Seattle.”
* Draft goal 🡪 Commission approved.
  + Goal Part 1: CIC Visibility – Make CIC Known
    - City (Mayor/Council)
      * One commissioner attends a City Council meeting each month (rotates)
        + Provide public comment
        + Provide brief summary of meeting at next CIC meeting
  + Commissioner Radford will attend an August City Council meeting and report back at the September CIC meeting.
* Meeting day/time/location 🡪 Commission approved.
  + The commission decided to meet still on the 3rd Monday of the month but from 4:30-6:30pm moving forward (instead of 6-8pm). If this time change works for the one absent commissioner, this change will take effect for the September CIC meeting.

# Public Comment

The meeting was adjourned.