**COMMUNITY INVOLVEMENT COMMISSION**

**MINUTES**

December 11, 2018

6pm-8pm

Seattle City Hall, Room 370

**Commissioners present:** Alison Turner, Ben Mitchell, Bereket Kiros, Carol Redfield, Chris Maykut, Emily Kim, Felix Chang, Julie Pham, Karyn Kubo Fleming, Natalie Curtis, Patricia Akiyama, Rani Hanstad **Commissioners not present:** Leanne Do, Sonj Basha**,** Thais Marbles
**Staff present:** Danielle Friedman

**Opening**

* Minutes approved
* Co-chair elections are taking place at January 2019 monthly meeting. CIC members can nominate themselves or others for co-chair position.

**Public comment**

* No public comment

Review of 2018

**Things that we liked:**

* Hearing what city departments are doing and giving feedback
* Workgroups have been diligent and committed-
* Appreciative of keeping time on track but having time to suss out things – meetings run very efficiently
* Working with others outside of my community and getting their perspective
* Our discussions are through a race and social justice lens
* Danielle is very generous with her time and expertise
* Liked brainstorm and warm-up activities
* How we work together and respect each other and how we have grown as a group
* Established foundational practices in setting up the commission
* Learning to become experts on equity and community involvement
* Talk freely about ideas

**Ideas on things to improve or new ideas for how we work together:**

* Not sure what to do with public comment and how to respond
* We have been hindered by not having common language and understanding around RSJI
* Would like to have a clear direction for the whole year instead of piecemeal and how to measure our success, would like to see a master plan- strategic direction and action alignment
* Have a way to figure out what big city initiatives are happening and be more proactive
* More collaboration with city leadership to figure out how to make our ideas real- meet with city council and/or mayor once a year
* Regular retreats and workshops
* Actually engaging with the communities and provide updates. Would like to go to different areas and engage with community members. More accountability to communities.
* Establishing process- would like to expand next year

**Action:** CIC co-chairs will review and weave items into agendas or at the retreat.

**What do we want to focus on in 2019?**

In 2019 the CIC should focus on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to advance community engagement and equity.

* Providing resources and how we can approve on those
* Focus on direct community feedback- ask what the needs are for the community and what resources are available. Assess what needs actually exist and how they are or aren’t being met. “a gap analysis”
* Partner with DON to help them with outreach goals and be their moral compass” - Work on the census project
* racial equity toolkit evaluation- is it working? Did it increase understanding? If not, we should make recommendations ways to track progress
* Involvement in neighborhood matching fund- capacity building program for low-income and communities of color
* Grant-making process- entry point to understand how grants are being allocated- is it equitable. Look at the process since it is further upstream
* Affordable housing is an important issue in Seattle and there hasn’t been much community engagement on the issue. Look at doing community engagement work to inform how these policies look or giving feedback on ideas of how to engage all on these issues.

Everyone voted. Top Four categories to prioritize:

* 5 votes- Racial Equity Toolkit Evaluation
* 5 votes: Outreach and Engagement around Affordable Housing Policy
* 4 votes: Reviewing DON grantmaking programs
* 4 votes: 2020 Census outreach and engagement

**Reviewing letter to City Council**

Letter will be sent with the annual report when it is ready

Make following changes:

* Get rid of ‘as you know’
* Change citizens to residents
* Add quote to the letter

**Annual Report**

Present challenges in the annual report? Not in this publication

Think about doing a SWOT analysis in the future to identify barriers

Annual report was approved and will be formatted.

**Action:** Will review formatted version and finalize at January CIC meeting.

**Annual Report Party**

* Sent the survey out – 40 responses so far from Get engaged members, commissioners, and staff liaisons
* Survey respondents were interested in seeing a presentation and small facilitated conversations- split up into facilitators and subject matter experts. Write down what you are interested in and divide up. Round tables based on topics.
* Include in the slide deck- best community engagement and best practices
* All hands-on deck situation. Everyone will have a role!

**Action:** Let Danielle or Julie know what area you are interested in facilitating. Alison will help with slide deck. Patricia will create top ten practices for presentation.

**Next meetings**

January 14, 6-8pm- CIC monthly meeting (changed due to MLK day)

January 22, 5-7pm- CIC Annual Report Launch Party

February 11, 6-8- CIC monthly meeting (changed due to President’s day)