**COMMUNITY INVOLVEMENT COMMISSION**

**MINUTES**

March 16, 2020

6pm-8pm

Skype Meeting (due to COVID-19)

**Commissioners present:** Alison Turner, Ben Mitchell, Carol Redfield, Chris Maykut, Jasmine Aryana, Karyn Kubo Fleming, Sharif Mahfouz

 **Commissioners not present:** Bill Southern, Emily Kim, Felix Chang, Julie Pham, Marcus White, Thais Marbles

**Staff present:** Hilary Nichols

**Opening**

Agenda for the meeting is approved with one correction to replace “approve January minutes” to “approve February minutes”. Minutes for February are approved.

**Public Comment**

Community member Cindi Barker was asked to share about her “community toolkit” to help community groups facilitate more inclusive meetings. In the future, Cindi would like to ask the CIC to examine how accessibility is funded through the Neighborhood Matching Fund, and possibly explore how NMF grants could automatically include funding for accessibility and inclusion so that grantees can spend more time, resources, and volunteer hours on the project itself.

**Current events discussion: COVID-19 response, virtual meetings**

The CIC discussed how they want to proceed given the current circumstances of the global Covid-19 pandemic. Each CIC member stated their opinion, and in summary, the commission needs direction from the Department of Neighborhoods on how to proceed.

**Some things the CIC commissioners are considering:**

* COVID-19 is a stressful time that requires most people to re-evaluate their lives, including CIC members. Although members of the CIC are dedicated to this work, they are volunteers who may not have capacity to serve at full-capacity on the CIC, and will consider a hiatus if necessary.
* On the other hand, the CIC agreed that advising on COVID-19 community outreach could be a function the CIC could serve during this time.

**To proceed, the CIC needs the following information from DON:**

* What are the Mayor’s and Council’s direction on how commissions should operate/function during COVID-19?
* Is there a role that community-centered commissions (e.g. Community Involvement Commission, Seattle Renters Commission, Seattle Youth Commission, Human Rights Commission, Women’s Commission, Commission for People with disAbilities, etc) can perform during COVID-19?
	+ Keeping in mind that commissions meet only once per month, and are comprised of volunteers. Therefore, they are not equipped to perform rapid-response functions or conduct outreach.
* If there isn’t an essential role these commissions can play, should they be directed to go on hiatus for a few months?

CIC Staff Liaison will consult with DON Director Andres Mantilla to confirm responses to the CIC’s essential questions about how to proceed during Covid-19.

The CIC decided that they will continue to meet virtually, if only to check in with each other.

**Seattle Renters’ Commission Discussion**

CIC member Sharif Mahfouz provided an overview of meeting Seattle Renters’ Commission (SRC) members at the CIC Annual Report Reception in January, and recapped how the SRC is interested in collaborating with the CIC in some way in the future. CIC members agreed that the current covid-19 circumstances will make it more difficult to collaborate, and that this topic will be tabled to a future time when things have settled.

**Annual Reception Reflection and Annual Report Letter**

CIC member Chris Maykut is drafting the Annual Report Letter that will eventually be delivered to the Mayor and City Council that details the findings of the CIC from 2019. With the current Covid-19 circumstances, CIC Staff Liaison expressed that now might not be the most strategic time to release the letter, as Seattle’s elected officials will be very preoccupied with their Covid-19 response and may not have capacity to truly read and reflect on the CIC’s letter. The CIC will continue thinking about the best time to deliver the letter.

**Retreat Planning**

The CIC was planning on holding its Annual Retreat on Saturday April 25th. However, with the current Covid-19 crisis and the need to social distance, the CIC unanimously agreed to postpone the retreat indefinitely until more is understood about when it is safe to meet in person.

**Public Comment**

There were no public comments.

**Adjourn**