**COMMUNITY INVOLVEMENT COMMISSION**

**MINUTES**

June 18, 2018

6pm-8pm

Seattle City Hall, Room 370

**Commissioners present:** Alison Turner, Ben Mitchell, Bereket Kiros, Carol Redfield, Emily Kim, Felix Chang, Julie Pham, Maria Jose Soerens, Patricia Akiyama, Sonj Basha**,** Thais Marbles **Commissioners not present:** Natalie Curtis  
**Staff present:** Danielle Friedman

**Meeting Opening**

* Approved minutes and agenda
* Public Comment
  + Amy Nguyen from the Your Voice, Your Choice program wanted to give a quick update/announcement. The CIC’s feedback has been invaluable in addressing equity and outreach and engagement. Voting period is open until July 16th. Please share the word with your networks and communities. See their website for more information or connect with Amy.
  + Cindi Barker was looking to the CIC to develop tools to help engage communities. It sounds to her like the CIC is shifting their focus to work at a more upstream capacity. If so, please let us know since they are waiting for guidance and resources.
* Group participated in an ice breaker then split up into their workgroups.

**Discussion with Interim Department of Neighborhoods Director, Andres Mantilla**

Department of Neighborhoods (DON) is in a period of transition and Andres is trying to do a number of things. He is trying to get out more in the community. He wants DON to reorient the department towards community building and capacity building and wants to encourage programs within the department to leverage opportunities. He would like DON to enter policy conversations at an earlier time, so they are not just implementers. He doesn’t believe in a “one size fits all approach” but wants DONS to be collaborative and flexible and is making internal changes to make sure that these are key values. He believes the CIC can be an important voice in this conversation.

**Workgroup Feedback**

Each workgroup gives a brief update on what they have been working on and get feedback from other CIC members and Andres.

**Best Practices Workgroup**

* Been researching best practices around outreach and engagement in academia, other cities, non-profits, foundations, and existing Seattle programs.
* Want to have recommendations by the end of the year.
* Also reviewing departments’ community involvement plans and thinking about how to give feedback on that.

**Feedback:**

* Willingness to be flexible in approach is an important best practice. Do not make it one sided.
* Have attitude that everyone can benefit- not in competition.
* Racial equity toolkits track some data and numbers but there is no centralized system to measure equity and outreach efforts. Outcomes and goals is an area that could be explored further.
* Equitable Development Initiative could be a good program for CIC to collaborate with.

**Charter Workgroup**

* Workgroup has been figuring out the role of the CIC and what the norms and best practices are.
* Have been trying to connect with other commissions for possible collaboration.
* Collecting data to understanding internal overarching goals and processes.

**Feedback:**

* How does CIC connect with the work of departments doing Racial Equity Toolkits?
* Make sure that people have a good idea of what the commission does and that commissioners are not necessarily only spokespeople for their communities.

**Resources workgroup**

* Looking for a city resource to research and examine with an equity lens to how it is being applied and then will produce recommendations.
* There is a lot of work happening across the city. Where are the opportunities? What is not getting a lot of attention and how can we elevate the issues (ex. meeting spaces, training assistance, etc)?
* Trying to figure out what level we should engage on.
* Looking for a knowledgeable person in the city that we could connect with?

**Feedback:**

* Take a look at the Community Hub & Spacefinder and grant consolidation efforts (GMS- Grant Management Services).
* How do we sustain things past the initial grant? How do we create financial sustainability? Good area to dive into.

**Feedback to departments workgroup**

* Want to draft guidelines and want feedback to these questions we have.
* What is the process for departments to solicit feedback?
* What is our scope? How much capacity do we have?
* How do we evaluate whether feedback was utilized and effective?
* Would like to have these guidelines created by the end of the summer.

**Feedback:**

* Departments should come to work with you and it should be staff, not consultants. Make it a city to commission relationship.
* Think of guidelines or key questions, not forms, so you have an opportunity to create and be flexible.
* Figure out your scope- challenging big infrastructure (systems) vs. program-based projects. Or both things. But consider what your capacity is.
* This body needs to get ahead of implementation and hold others accountable. Try to look three quarters ahead. Find tangible ways to make this happen.

**Commissioner Announcements**

* Sally Kinney (commissioner-appointed seat) has resigned. Her last day was June 1st.
* Felix Chang was voted into the open commissioner-appointed position for the next year since his ‘Get Engaged’ term will be ending in August.
* There will be a new ‘Get Engaged’ member starting in September.
* Sonj Basha was nominated and voted into the open co-chair position.