

AGENDA REPORT

FOR: City Council May 29, 2019

TO: Dave Zabell, City Manager Regular Meeting: 6/3/19
Rick White, Community and Economic
Development Director

FROM: Michael Morales, Deputy Director
Community & Economic Development

SUBJECT: Inclusivity Commission Name Change and Extension

I. REFERENCE(S):

Power Point Presentation - 4/22/19
Proposed Resolution

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

MOTION: I move to approve Resolution No. _____, amending the name of the Pasco Inclusivity Commission to the "Pasco Inclusion, Diversity and Equity Commission," and extending the term of the citizen ad hoc commission, through December 31, 2020 and amending the terms, conditions and requirements of the Pasco Inclusion, Diversity and Equity Commission.

III. FISCAL IMPACT:

TBD

IV. HISTORY AND FACTS BRIEF:

The Pasco Inclusivity Commission (IC) presented the framework for an 18 month work plan to the City Council on April 22, 2019. The IC was formed as an ad hoc commission with a one year sunset in May 2018.

While the work plan framework was positively received by the council, its implementation necessitates an extension of the ad hoc term through December 31, 2020.

In addition, the IC has requested a name change to better encompass the nature of its community engagement work. For this reason, the proposed name change is "Pasco Diversity, Inclusion, and Equity Commission."

Following Council approval of the extension and name change, the Charter will be revised, and the following additional items will be presented for consideration in the coming months:

1. A nominal budget request for expenses to carry out the plan.
2. Recommended liaison assignments to boards and commissions.
3. Specific measurement tools recommended for implementation throughout the organization.

V. DISCUSSION:



City of
Pasco

**Inclusivity Commission
2019-20 Work Plan**

**City Council Workshop
April 22, 2019**



History and Background

Inclusivity Commission established by City Council in 2018.

Seven members appointed May 2018:

Jesse Campos, Chair

Jeffery Sellers, Vice-Chair

Kyle Saltz

Maria Torres-Mendoza

Delia Tobon

Pete Rietke

Abraham Regunta

Beginning in August 2018, IC received monthly orientation briefings on city services and community resources.

December 2018-April 2019: Developed work plan over several strategic planning sessions.



Mission and Vision

“Where Diversity and Equity are goals, Inclusion is the path.”

Mission: A strategic partner to Pasco’s City Council which develops and promotes inclusive policies and programs.

Vision: Creating, improving, and sustaining an inclusive organization, i.e. the City of Pasco, which empowers and unifies the people.



Goals and Objectives

GOAL #1:

Foster an environment that includes, accepts, respects and appreciates all members of our community by promoting the city's commitment to Inclusion, Diversity and Equity.

OBJECTIVES

- A. Create an Inclusivity Commission (IC) youth subcommittee for middle and high school students.**
 - Provides opportunity and forum for youth advisement on what their needs and ideas to improve inclusion, diversity and equity in city government and the Pasco community.
 - **TIMELINE: October 2019-September 2020**

Goal #1 Objectives Continued

- B. Create a portal on the City’s website and Facebook page.**
 - 1. Promote commission work products or events, and share resources that can facilitate the mission.**
 - **TIMELINE: June 2019**

- C. Have a presence at festivals and events which take place in Pasco.**
 - 1. Provide survey instruments and suggestion forum.**
 - 2. Impart information on city programs and services**
 - **TIMELINE: MAY 2019, Beginning with Cinco de Mayo Festival**

Goal #1 Objectives, Cont.

- D. Hold IC meetings in the community on a quarterly basis**
- 1. Provides forum outside of city hall to impart the mission and work plan, and for residents to share experiences and offer suggestions on inclusion, diversity and equity in Pasco city government.**
 - 2. Integrate a different cultural component (food, performance, presentation) to each meeting.**
 - 3. Establish a questionnaire consistent with other city survey instruments.**
 - 4. Solicit feedback about city government and Pasco.**
 - 5. Rotate among council districts**
 - **TIMELINE: Begin end of Q3 2019 – September 2020**



Goals and Objectives

GOAL #2: Help the City of Pasco be more inclusive

OBJECTIVES

- A. Improve engagement with the City.**
 - 1. Improve accessibility at City Council Meetings.**
 - 2. Research reasons for lack of participation and seek suggestions for improvement.**
 - 3. Assure that residency status is not a deterrent to engagement.**
 - 4. Provide translators when significant issues emerge.**
 - 5. Engage all media to feature effort and increase participation.**

Goal #2 Objectives

B. Increase city government accessibility

1. Improve educational campaigns.

2. Assign commission liaisons to observe and monitor City boards, commissions and advisory committees for recommendations to enhance inclusivity, diversity and equity.

○ **TIMELINE: September 2019-2020**

Goals and Objectives

GOAL #3: Promote unity, equality, understanding, diversity and inclusivity in city government.

OBJECTIVES

A. Introduce evaluation/assessment tools.

- 1. Increase accountability of commissions, departments, and activities.**
- 2. Incorporate into management “performance dashboard” for consistency with budget and council goals.**
 - TIMELINE: September 2020**

Goal #3 Objectives

- B. Introduce annual inclusion audit and score card.**
 - 1. Rate inclusivity, diversity and equity of City-sponsored activities, employment, and contracting.**
 - 2. Report to Administration and City Council with results and recommendations.**
 - **TIMELINE: Begin January 2020**



PROPOSED NAME CHANGE

City of Pasco Inclusion, Diversity and Equity Commission



City of
PASCO

QUESTIONS?

RESOLUTION NO. _____

A RESOLUTION of the City of Pasco, Washington, declaring the City of Pasco an Inclusive City, amending the name to the “Pasco Inclusion, Diversity, and Equity Commission,” extending the term of the citizen ad hoc commission, through December 31, 2020 and amending the terms, conditions and requirements of the Pasco Inclusion, Diversity and Equity Commission.

WHEREAS, the City of Pasco has historically been the home for diverse cultures within our region creating its unique character and opportunities, as well as a source of pride for all who live here; and

WHEREAS, the City Council of the City of Pasco desires to protect and encourage our diverse culture, as well as to protect the constitutional rights of its citizens, including the right to be free of discriminatory practices and the fair application of law and to demonstrate that Pasco is a welcoming and inclusive City, where laws apply equally to all who live here, and where individuals, families, and businesses are welcome; and

WHEREAS, the City Council of the City of Pasco is honored to serve the entire community and seeks to provide equal protection to our residents and access to all of the City’s services to those that live here; and

WHEREAS, Article I, Section I of the Washington Constitution declares that “governments derive their just powers from the consent of the governed, and are established to protect and maintain individual rights”; and

WHEREAS, the Washington State Legislature has established the “Washington Law Against Discrimination which declares the “right to be free from discrimination because of race, creed, color, national origin, sex, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability is recognized as and declared to be a civil right”; and

WHEREAS, the Pasco City Council, by oath, declares to uphold and support the Constitution and laws of the State of Washington, and hereby reaffirms its support to do so for equal benefit of all those who live here; and

WHEREAS, the Pasco City Council, to advise it in meeting these goals and responsibilities, established and created a charter for an ad hoc Inclusivity Commission in May of 2018;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF PASCO, DOES RESOLVE AS FOLLOWS:

Section 1. Declaration of City Council. The City of Pasco is hereby declared to be an Inclusive City, committed to embracing diversity and promoting equality among our work force,

residents, businesses, and visitors, and established the ad hoc Inclusivity Commission in May of 2018.

Section 2. Name change of Pasco Inclusivity Commission. The City Council hereby amends the Commission name to “Pasco Inclusion, Diversity, and Equity Commission.”

Section 3. Extension of Pasco Inclusion, Diversity, and Equity Commission. The City Council hereby extends the term of the citizen ad hoc commission, through December 31, 2020.

Section 4. Terms and Conditions for Inclusion, Diversity, and Inclusion Commission. The Pasco Inclusivity Commission shall consist of seven (7) voting members. The Mayor shall appoint the members of the commission with confirmation of the appointments by the Pasco City Council as follows:

1. The Commission Chairperson shall be selected by the City Council who shall conduct the meetings of the Commission and report to the Pasco City Council as requested or provided below.
2. A Vice-Chair selected by a majority of the Commission shall fulfill the duties of the Chairperson in absence of the Chairperson; and
3. In appointing members of the Commission, the City Council will strive to select such members to represent the general population in age, gender, race, ethnicity, sexual orientation, and national origin.
4. The term for service shall be through January 31, 2020.
5. The commission members or vacancies shall be filled in accordance with PMC 2.58.010.
6. The majority rule shall control commission meetings with each member having a single vote.
7. Commission members may not assign or grant proxies for their voting rights.
8. The City Council may appoint a City Councilmember to serve as a non-voting liaison to the commission. The City Council may direct the City Manager to appoint a staff advisor who shall serve as a non-voting liaison to the commission.

Section 5. Inclusion, Diversity, and Equity Commission. The requirements of the commission will be as follows:

1. Meet one time per month at the date and time determined by the Council, or more often as may be necessary.

2. Develop and implement working plan and procedures in accordance with the Council adopted Charter.
3. Report to the City Council as progress occurs, however, not less than an annual report to the City Council.
4. All Commission Meetings shall be open to the public.
5. All Commission members must be residents who have lived within the Pasco City limits for at least one (1) year, or have a currently licensed business, operating within the City.
6. The Commission will issue special reports at the request of the City Council at any time during its sitting.
7. The Commission will be an advisory board to the City Council.

Section 6. Goals of Inclusion, Diversity, and Equity Commission. The goals of the Pasco Inclusivity Commission are as follows:

1. Examine the practices and procedures of the City of Pasco to identify strategies to create a greater feeling of inclusion and welcoming for all who live and work in Pasco.
2. Engage with Pasco residents, interest groups, and businesses, seeking feedback on their experiences that can improve life in our community.
3. Identify strategies that help the City to be more inclusive in engaging our residents and businesses that will better promote unity, equality, and understanding in Pasco.
4. Identify funding strategies to implement these goals.
5. Present recommendations to the Pasco City Council on how to achieve the goals above.

Section 7. Celebration of Diversity. The Commission shall provide the City Council with a report on opportunities to recognize and celebrate Pasco's diverse culture.

Section 8. This Commission shall expire on December 31, 2020 unless extended by a majority vote of the Pasco City Council no less than ninety (90) days prior to the date of expiration. If so extended, the term shall be extended by such period as determined by the City Council..

Section 9. Effective Date. This Resolution shall be effective upon adoption.

Section 10. Amendments to Charter. City Council further directs the City Manager to amend the charter for the Commission to reflect the aforementioned changes, to be submitted to the City Council for adoption within sixty (60) days of the date of the passage of this Resolution.

PASSED by the City Council of the City of Pasco this 3rd day of June, 2019.

CITY OF PASCO

Matt Watkins, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

Eric Ferguson, City Attorney