COMMISSION ON EQUITY AGENDA
AUGUST 23, 2021
5:30 P.M.
REMOTE ATTENDANCE

The Commission on Equity meeting will be conducted remotely, not in-person. You may view and/or provide public comment at the Commission on Equity meeting by watching live on Zoom. (https://us02web.zoom.us/j/81037927069)
The public may also listen to the meeting via telephone by dialing toll-free:

(888) 788-0099 or **(877) 853-5247** - when prompted enter Webinar ID **810 3792 7069 press #** *(participant ID not required)*

CALL TO ORDER: **5:30 P.M.**

1. **Approval of Agenda, Previous Meeting Minutes, and Consent Items**
- Approval of Agenda
- Meeting Minutes from July 26, 2021

2. **Business Items:**

A. **Strategic Diversity, Equity, and Inclusion Plan - Workshop #1**
Ronald "Tevin" Medley, The Athena Group
Meagan Picard, The Athena Group

B. **Position Selection for Terms**
Shannon Kelley-Fong, Assistant City Manager

C. **Vice Chair Selection**

D. **Draft Work Plan Overview**
Shannon Kelley-Fong, Assistant City Manager

E. **Inspirational Item and Enhanced Community Dialogue Discussion**
Shannon Kelley-Fong, Assistant City Manager

3. **Commissioner Reports**

4. **Director Report**

5. **ADJOURN**

Next Meeting: September 27

MINUTES OF LACEY COMMISSION ON EQUITY,
MONDAY, JULY 26, 2021,
VIA ZOOM WEBINAR

EQUITY COMMISSIONERS PRESENT:	Cliff Brown
	Annie Clay
	Thelma Jackson
	Kristine Stolberg
	Jon Hegwood
EQUITY COMMISSIONERS ABSENT:	Makeda Hart
	Kim Sauer
COUNCIL PRESENT:	Mayor Ryder
STAFF PRESENT:	S. Kelley-Fong, K. Adams
STAFF PRESENT:	Shannon Kelley-Fong, Assistant City Manager (ACM)
	Kelly Adams, Management Analyst (MA)
WELCOME:	Commissioner Jackson, serving as Interim Chair, opened the meeting at 5:30 p.m.
	Mayor Ryder motioned to approve the minutes and meeting agenda. Commissioner Brown seconded.
	Mayor Ryder provided a welcome to the group.
DRAFT RULES OF PROCEDURE:	ACM Kelley-Fong reviewed the draft rules of procedure for the Commission on Equity and staff recommendations on term extensions, nominations for Chair and Vice Chair positions, public comment, and meeting frequency. Discussion ensued.
	Commissioner Clay recommended an inspirational start to each meeting. Discussion ensued.
	Commissioner Jackson suggested an additional public comment section near the end of the meeting to increase

inclusivity and inclusion, and to increase public engagement and involvement. Discussion ensued. The Commission agreed to consider different approaches for how the pubic can engage with the commission at the next meeting.

Commissioner Brown moved to approve the Rules and Procedures. Commissioner Hedgwood seconded.

ROBERT'S RULES: ACM Kelley-Fong provided a presentation on Robert's Rules of Order.

NOMINATION OF OFFICERS: Commissioner Hegwood nominated Commissioner Jackson as Chair of the Commission on Equity. Commissioner Brown seconded.

Commissioner Hegwood moved to elect Commissioner Jackson as the chair. Commissioner Brown seconded. Motion carried.

Commissioner Hegwood moved to postpone the election of the vice chair until the August meeting. Commissioner Brown seconded. Motion carried.

BUSINESS: ACM Kelley-Fong introduced Meagan Picard and Tevin from the Athena Group and provided an explanation of the Diversity, Equity, and Inclusion Strategic Plan. The consultants provided background information and an overview of future workshops to build the Strategic Plan.

ACM Kelley-Fong reviewed the Work Plan approach with the group.

MA Adams provided a background of the Equity Workgroup.

COMMISSIONER REPORTS: Each Commissioner shared additional information about why they wanted to serve on this Commission.

DIRECTOR REPORT: ACM Kelley-Fong reminded the Commission to sign their respective Open Public Meetings Training certificates.

Next Meeting

The next meeting will be on August 23 at 5:30 p.m.

ADJOURN: Chair Jackson adjourned the meeting at 7:45 pm.

Overview of first 5 workshops

	Topics	Pre or post work	Outcomes	Discussion	Comments
Workshop 1 August 23, 2021	Where have we been on this journey, where are we at and where do we want to go?	Defining a vision of the future.	Understanding of what the strategic process will look like and values-based decision making		Includes the role of government laws and policies in shaping existing inequities in the community and beyond
Workshop 2 September 27, 2021	Creating an Equity values Statement	What does equity mean to me? To this community? What DEI behaviors do we embody?	Deep understanding of equity and who we aim to serve	Equity Statement Draft	Includes shared equity and inclusion definitions/ implicit and explicit bias
Workshop 3 October 25, 2021	Creating a Mission Statement	Why is this important for us? Why now?	Understanding and clearly linked benefits of DEI	Mission Statement Draft	Includes the overview of individual, institutional, and structural racism
Workshop 4 November 22, 2021	Creating a Vision Statement	What can the city achieve in 5 years? How would we like to conceive systemic wellbeing?	Deep understanding of intersectionality and goals	Vision Statement Draft	Incorporate what the city can <u>do</u>, <u>collaborate</u> to achieve, and <u>support</u> or <u>influence</u>?
Workshop 5 December 27, 2021	Values-based decision making in practice	Scenarios and problem solving	Understanding of how to fully utilize values-based decision making	Finalized Equity, Mission and Vision Statements	Make available for wider feedback

COE Agenda 8/23

| Time	Item	Comments
5:30-5:40pm	Icebreaker, Introductions and community guidelines	Story of your name
5:40-5:50pm	Overview of Strategic Planning Process	
5:50-6:10pm	Overview of Values-based Decision Making	
6:10-6:45pm	Discuss the role of government laws and policies in shaping existing inequities in the community and beyond	What's in the hat? Activity
6:45-7pm	Where have we been on this journey, where are we at and where do we want to go?	Discussion: Based on your experience, what are one or two challenges you would like to see addressed by this committee?

Post work for 9/27 Workshop

Next month we will be drafting equity values. As part of that process, I invite us to think about our own values and prepare to share a response to the following questions:

What does equity mean to me?
What does equity mean to this city?

We will also be sending out an anonymous questionnaire. Please complete by 8/27/21.
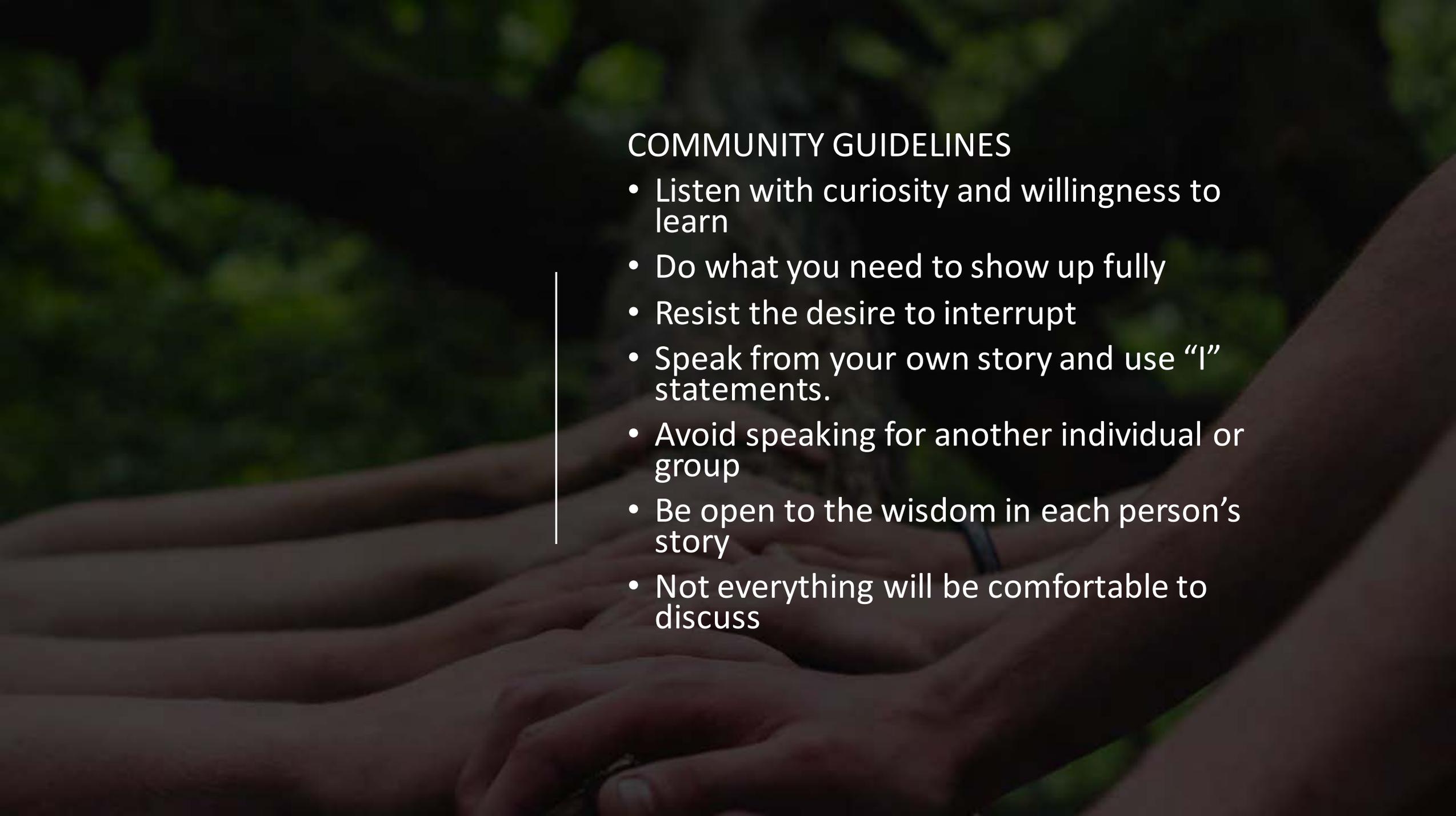
COMMUNITY GUIDELINES

- Listen with curiosity and willingness to learn
- Do what you need to show up fully
- Resist the desire to interrupt
- Speak from your own story and use "I" statements.
- Avoid speaking for another individual or group
- Be open to the wisdom in each person's story
- Not everything will be comfortable to discuss

Glossary Terms

Ability	Dominant Culture	Power
Ability privilege	Environmental Justice	Power-over
Ableism	Ethnocentrism	Power-with
Access	Equity	Prejudice
Acculturation	Ethnicity	Privilege
Adultism	Gender Identity	Questioning
Ageism	Gender-Expansive	Race
Ally	Gender Expression	Race Equity
Anti-Semitism	Gender Pronouns	Racism
Assimilate	Genetic Information	Respect
Authentic-Self	Heterosexism	Sexism
Belonging (ness)	Homophobia	Sexual Orientation
Bias	Identity	Social Construct
Biological Sex	Inclusion	Social Justice
Biphobia	Intersectionality	SOGIE
Classism	LGBTQ+	Stereotype
Color	Marginalization	Tokenism
Colorism	Microaggression	Transphobia
Culture	Military Status	Two-Spirit
Cultural Appropriation	Misogyny	Western-centrism
Cultural Competence	Nationality	White Dominant Culture
Cultural Humility	National Origin	White Supremacy
Disability	Oppression/Anti-Oppression	Workforce Diversity
Disablism	Othering	Xenophobia
Discrimination	People of Color or Communities of Color	
Diversity		

Ability

Having the qualities, skills, competence or capacity to perform an action, or perceived as having the qualities, skills, competence, or capacity to perform an action.

Ability privilege

Unearned benefits, rights or advantages enjoyed by individuals who do not have or are perceived not to have a disability.

Ableism

The belief that people without disabilities are superior, have a better quality of life or have lives more valuable or worth living than people with an actual, perceived or non-apparent disability resulting in othering, oppression, prejudice, stereotyping, or discrimination. *See Disablism.*

Access

Creating and advancing barrier-free design, standards, systems, processes, and environments to provide all individuals, regardless of ability, background, identity or situation, an effective opportunity to take part in, use and enjoy the benefits of: employment, programs, services, activities, communication, facilities, electronic/information technology, and business opportunities.

Acculturation

Process through which a person or group from one culture comes to adopt the practices and values of different cultures, while still retaining their own distinct culture[1].

Adultism

Prejudice and discrimination against young people in favor of older people.

Ageism

Oppression, prejudice, stereotyping or discrimination based on a person's actual or perceived age. The dominant culture assigns value based on a person's actual or perceived age.

Ally

A person of one social identity group who advocates with and supports members of another group; typically a member of the dominant identity advocating with and supporting a marginalized group[2].

Anti-Semitism

Oppression, prejudice, stereotyping or discrimination based on a person's actual or perceived membership in a Semitic group. This can include members of Judaism, those that identify as Jewish ethnically, define themselves as Hebrew, are from the nation state of Israel or are from countries where Amharic, Arabic, or Aramaic are spoken.

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[1] Cole, Nicki Lisa. "Understanding Acculturation and Why It Happens," July 18, 2019. https://www.thoughtco.com/acculturation-definition-3026039.

[2] "Articles - Diversity and Inclusion Resources - Center for Diversity and Inclusion (CDI) - University of Houston." University of Houston. Accessed October 9, 2019. https://www.uh.edu/cdi/diversity_education/resources/articles/.

Assimilate

The phenomenon that occurs when people belonging to the non-dominant group adjust or integrate their behaviors or attitudes in an attempt to be accepted into the dominant group's culture norms either willingly or forcibly, for the sake of personal and/or professional survival (i.e. to gain/sustain access to the same opportunities and resources as the dominant group).

Authentic-Self

Acting in alignment with your identity. Based on varied circumstances, may be expressed or suppressed.

Belonging (ness)

Your well-being is considered and your ability to design and give meaning to society's structures and institutions is realized. More than tolerating and respecting differences, belonging requires that all people are welcome with membership and agency in the society. Belonging is vital to have a thriving and engaged populace, which informs distributive and restorative decision-making.[3] *See Othering*.

Bias

Judgment or preference toward or against one group over another.
- **Implicit or Unconscious Bias** refers to the attitudes or stereotypes that affect our understanding, actions, and decisions in an unconscious manner. These biases, which encompass both favorable and unfavorable assessments, are activated involuntarily and without an individual's awareness or intentional control. Residing deep in the subconscious, these biases are different from known biases that individuals may choose to conceal for the purposes of social and/or political correctness.
- **Explicit or Conscious Bias** are biases we know we have and may use on purpose[4].

Biological Sex

Biological sex involves a combination of four elements: external genitalia, internal reproductive organs, chromosomes, and hormones.
- **Female** - Born with XX chromosomes, a uterus, female genitalia, and produces female hormones in puberty.
- **Intersex** - Born with one or more of the four elements of biological sex in a combination that is not female or male. Examples are people who are born with internal genitalia complicating the assignment of sex at birth; people born with both male and female genitalia; people born without genitalia; people born with an extra chromosome (XXX, XXY, and XYY); people with genitalia suggesting one gender while the hormones produced in puberty are more consistent with the other gender. Intersexuality occurs as often as every 1 in 100 births.
- **Male** - Born with XY chromosomes, male gonad tissue and genitalia, and produces male hormones in puberty.

Many transgender people use the acronyms AFAB (assigned female at birth) or AMAB (assigned male at birth) to refer to their given gender or biological sex.

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[3] "An Evolutionary Roadmap for Belonging and Co-Liberation." Othering and Belonging (blog), August 29, 2018. http://www.otheringandbelonging.org/evolutionary-roadmap-belonging-co-liberation/.

[4] "Equity Language Guide." Office of Financial Management. Accessed October 9, 2019. https://www.ofm.wa.gov/state-human-resources/workforce-diversity-equity-and-inclusion/diversity-equity-and-inclusion-resources/dei-committee-documents.

Biphobia

A term for fear, anger, intolerance, resentment, hatred, discomfort, or mistrust that one may have toward bisexual people. The term can also connote a fear, disgust, or dislike of being perceived as bisexual.

Classism

Oppression, prejudice, stereotyping, or discrimination based on a person's actual or perceived class to advantage and strengthen the dominant class.

Color

Pigmentation, complexion, or skin shade or tone. Skin color can be, but it not necessarily, a characteristic of race[5]. *See Colorism*.

Colorism

The belief that a person's skin color, tone, shade, pigmentation, or complexion is superior to another's within a specific racial or ethnic group and includes discrimination based on the perceived lightness, darkness or other color characteristic of a person[6]. *See Color.*

Culture

A set of values, beliefs, customs, norms, perceptions, and experiences shared by a group of people. An individual may identify with or belong to many different cultural groups. Culture is passed to others through communication, learning, and imitation.

Cultural Appropriation

Theft, exploitation, or mimicry of cultural elements for one's own personal use or profit – including symbols, dress, art, music, dance, language, land, customs, medicine, etc. – often without understanding, acknowledgment, or respect for its value in the original culture. In the United States, it results from the assumption of a white dominant culture's right to take other cultural elements[7, 8]. *See White-Dominant Culture.*

Cultural Competence

An ability to interact effectively with people of all cultures and understand many cultural frameworks, values, and norms. Cultural competence comprises four components:
- Awareness of one's own cultural worldview,
- Attitude towards cultural differences,
- Knowledge of different cultural practices and worldviews, and
- Cross-cultural skills.

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[5] "What Is the Difference between 'Race' Discrimination and 'Color' Discrimination?" Greenwald Doherty LLP. Accessed October 9, 2019. http://www.greenwaldllp.com/law-clips/difference-race-discrimination-color-discrimination/.

[6] Ibid.

[7] Resistance, Colours of. "Colours of Resistance Archive." Colours of Resistance Archive (blog). Accessed October 9, 2019. http://www.coloursofresistance.org/definitions/cultural-appropriation/.

[8] "What Is Cultural Appropriation?" Philosophy Talk. Accessed October 9, 2019. https://www.philosophytalk.org/blog/what-cultural-appropriation.

A key component of cultural competence is respectfully engaging others with cultural dimensions and perceptions different from our own and recognizing that none is superior to another. Cultural competence is a developmental process that evolves over an extended period.

Cultural Humility

Approach to respectfully engaging others with cultural identities different from your own and recognizing that no cultural perspective is superior to another. Cultural humility may look different for different people or groups. For example, in a white dominant culture the practice of cultural humility for white people includes acknowledging systems of oppression and involves critical self-reflection, lifelong learning and growth, a commitment to recognizing and sharing power, and a desire to work toward institutional accountability. The practice of cultural humility for people of color includes accepting that the dominant culture does exist, that institutional racism is in place, to recognize one's own response to the oppression within it, to work toward dismantling it through the balanced process of calling it out and taking care of one's self[9].

Disability

An actual, perceived, or non-apparent physical, sensory, mental, or cognitive condition that has an adverse effect on a person's ability to carry out day-to-day life functions. Environmental barriers may hinder persons with disabilities from fully and effectively participating on an equitable basis.

Disablism

A set of assumptions (conscious or unconscious) and practices that promote the differential or unequal treatment of people because of actual, perceived, or non-apparent disabilities[10]. *See Ableism.*

Discrimination

Inequitable treatment of an individual or group based on their actual or perceived membership in a specific group.

Diversity

Describes the presence of differences within a given setting, collective, or group. An individual is not diverse – a person is unique. Diversity is about a collective or a group and exists in relationship to others. A team, an organization, a family, a neighborhood, and a community can be diverse. A person can bring diversity of thought, experience, and trait, (seen and unseen) to a team — and the person is still an individual[11]. S*ee Workforce Diversity and Workplace Diversity.*

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[9] "Equity Language Guide." Office of Financial Management. Accessed October 9, 2019. https://www.ofm.wa.gov/state-human-resources/workforce-diversity-equity-and-inclusion/diversity-equity-and-inclusion-resources/dei-committee-documents.

[10] "What Is Ableism?" Accessed October 9, 2019. http://www.stopableism.org/p/what-is-ableism.html.

[11] "Diversity & Inclusion." U.S. Office of Personnel Management. Accessed October 9, 2019. https://www.opm.gov/policy-data-oversight/diversity-and-inclusion/.

Dominant Culture

The most institutionally normalized power, is widespread, and influential across societal structures and entities in which multiple cultures are present. *See Culture and White Dominant Culture.*

Environmental Justice

Environmental justice means the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income in the development, implementation, and enforcement of environmental laws, regulations, and policies. It recognizes that there are communities that are under-resourced, marginalized and oppressed across Washington that are disproportionately affected. Justice will be achieved when everyone enjoys the same degree of protection from environmental and health hazards, access to the decision-making process, and benefits of a healthy environment in which to live, learn, and work[12].

Ethnocentrism

The belief that one's own ethnic group or culture is superior to other ethnic groups and cultures.

Equity

The act of developing, strengthening, and supporting procedural and outcome fairness in systems, procedures, and resource distribution mechanisms to create equitable (not equal) opportunity for all people. Equity is distinct from equality which refers to everyone having the same treatment without accounting for differing needs or circumstances. Equity has a focus on eliminating barriers that have prevented the full participation of historically and currently oppressed groups.

Ethnicity

A social construct that divides people into smaller social groups based on characteristics such as values, behavioral patterns, language, political and economic interests, history, and ancestral geographical base[13,14].

Gender Identity

A person's innermost concept of self as male, female, a blend of both or neither – how individuals perceive themselves and what they call themselves. A person's gender identity can be the same or different from their biological sex.

- **Agender** - Without gender. When a person feels they have no gender at all and have no connection to any gender.
- **Cisgender** - Describes a person whose gender identity and gender expression matches the gender typically associated with their biological sex. Often abbreviated to "Cis".
- **Gender Non-Binary** - A term of self-identification for people who do not identify within the limited and binary terms that have described gender identity: male or man, female or woman.

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[12] US EPA, OA. "Environmental Justice." Collections and Lists. US EPA, November 3, 2014. https://www.epa.gov/environmentaljustice.

[13] "Our Research – ProInspire." Accessed October 9, 2019. https://www.equityinthecenter.org/our-research/.

[14] "Articles - Diversity and Inclusion Resources - Center for Diversity and Inclusion (CDI) - University of Houston." University of Houston. Accessed October 9, 2019. https://www.uh.edu/cdi/diversity_education/resources/articles/.

- **Genderfluid** - Individuals whose gender varies over time. A gender fluid person may at any time identify as male, female, agender, any other non-binary identity, or some combination of identities.
- **Genderqueer** - Describes a person who identifies outside of the binary of male/man and female/woman. It is also used as an umbrella term for many gender non-conforming or non-binary identities (i.e. agender, bi-gender, genderfluid).
- **Transgender** - An umbrella term used to describe a person whose gender identity and sex assigned at birth do not correspond.

Gender-Expansive

An umbrella term used for individuals that broaden their own culture's commonly held definitions of gender, including expectations for its expression, identities, roles, and/or other perceived gender norms. Gender-expansive individuals include those with transgender and non-binary identities, as well as those whose gender in some way is seen to be stretching society's notions of gender[15]. *See Gender Identity and Gender Expression.*

Gender Expression

External appearance of one's gender, usually expressed through behavior, clothing, haircut or intonation, and which may or may not conform to societal expectations of a person's sex assigned at birth or their gender identity.

- **Gender Non-Conforming** - A way to describe a person whose gender expression does not correspond with their sex assigned at birth. It is not used as a personal identifier[16].

Gender Pronouns

A pronoun that a person chooses to refer to themselves.   These include, but aren't limited to: she, her, hers, herself; he, him, his, himself; they, them, theirs, themselves; and ze, hir or zir, hirs or zirs, hirself or zirself.

Genetic Information

Genetic information includes information about an individual's genetic tests and the genetic tests of an individual's family members, as well as information about the manifestation of a disease or disorder in an individual's family members[17,18].

Heterosexism

Discrimination or prejudice against LGBTQ+ people on the assumption that heterosexuality is the cultural norm and the prejudiced belief that heterosexuals are socially and culturally superior.

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[15] "Gender-Expansive." Gender Spectrum (blog). Accessed October 9, 2019. https://www.genderspectrum.org/glossary/gender-expansive/.

[16] "What's the Difference between 'Gender Identity' and 'Gender Expression'? – The LGBTQ+ Experiment." Accessed October 9, 2019. https://lgbtqexperiment.com/2018/11/08/whats-the-difference-between-gender-identity-and-gender-expression/.

[17] "Our Research – ProInspire." Accessed October 9, 2019. https://www.equityinthecenter.org/our-research/.

[18] "Genetic Discrimination." Accessed October 9, 2019. https://www.eeoc.gov/laws/types/genetic.cfm.

Homophobia

A term for fear, anger, intolerance, resentment, hatred, discomfort, or mistrust that one may have toward LGBTQ+ people. Can also connote a fear, disgust, or dislike of being perceived as LGBTQ+.

Identity

A person's innermost concept of self. How an individual perceives themselves and what they call themselves.

Inclusion

Intentionally designed, active, and ongoing engagement with people that ensures opportunities and pathways for participation in all aspects of group, organization, or community, including decision-making processes. Inclusion is not a natural consequence of diversity. There must be intentional and consistent efforts to create and sustain a participative environment. Inclusion refers to how groups show that people are valued as respected members of the group, team, organization, or community. Inclusion is often created through progressive, consistent, actions to expand, include, and share.

Intersectionality

Intersectionality is a framework for understanding the interaction of cultures and identities held by an individual. Intersectionality explains how an individual with multiple identities that may have been marginalized can experience compounded oppression (such as racism, sexism, and classism) or how an individual can experience privilege in some areas and disadvantage in other areas. It takes into account people's overlapping identities to understand the complexity of their life outcomes and experiences[19,20].

LGBTQ+

An acronym that describes individuals who identify as Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Intersex, and Asexual. The "+" respectively includes, but is not limited to, two-spirit and pansexual. The term queer is sometimes used within the community as an umbrella term to refer to all LGBTQ+ people. It may also be used as a political statement which advocates breaking binary thinking and seeing sexual orientation, gender identity and gender expression as fluid.

Marginalization

The social process of relegating a particular person, groups or groups of people to an unimportant or powerless position. This use of power prevents a particular person, group, or groups of people from participating fully in decisions affecting their lived experiences, rendering them insignificant or peripheral. Some individuals identify with multiple groups that have been marginalized. People may experience further marginalization because of their intersecting identities.

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[19] Crenshaw, Kimberlé, ed. Critical Race Theory: The Key Writings That Formed the Movement. New York: New Press, 1995.
[20] Crenshaw, Kimberlé. On Intersectionality: Essential Writings. New York: New Press, 2019.

Microaggression

The everyday verbal, nonverbal, and environmental slights, snubs, or insults, whether intentional or unintentional, which communicate hostile, derogatory, or negative messages to target persons based solely upon their marginalized group membership[21,22].

Military Status

A person's connection to the military in the categories listed below:
- **Disabled Veterans -** A veteran who is entitled to compensation under laws administered by the Department of Veteran Affairs or a person who was discharged or released from active duty because of a service-connected disability. This includes veterans who would be entitled to disability compensation if they were not receiving military retirement pay instead.
  - Reference: Title 38 U.S.C. Section 4211 (3)
- **Military Spouse** - Washington state recognizes military spouse as any person currently or previously married to a military service member during the service member's time of active, reserve, or National Guard duty.
  - Reference: Executive Order 19-01
- **National Guard & Reserve Service** - The Armed Forces reserve component includes the Army Reserve, Navy Reserve, Marine Corps Reserve, Air Force Reserve, Coast Guard Reserve, Army National Guard of the United States and the Air National Guard of the United States. The individuals are currently serving in a reserve component capacity contributing to the national security and military readiness.
  - Reference: Title 38 U.S.C. Section 101 (7)
- **Special Disabled Veterans -** A veteran who is entitled to compensation under laws administered by the Department of Veteran Affairs
  - a disability rated at 30 percent or more; or
  - a disability rated at 10 or 20 percent in the case of a veteran who has been determined under 38 U.S.C. 3106 to have a serious employment handicap; or
  - a discharge or release from active duty because of a service-connected disability.
    - Reference: Title 38 U.S.C. Section 4211 (1)
- **Veteran:** includes every person who has received a discharge or was released from active military service under conditions other than dishonorable or is in receipt of a United States department of defense discharge document that characterizes their military service as other than dishonorable (RCW 41.04.007 & Title 38 U.S.C.).

Misogyny

The dislike of, contempt for, or engraved prejudice against women/females.

Nationality

A specific legal relationship between a person and a state, whether by birth or naturalization in the case of an immigrant.

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[21] "Microaggressions: More Than Just Race." Psychology Today. Accessed October 9, 2019.
http://www.psychologytoday.com/blog/microaggressions-in-everyday-life/201011/microaggressions-more-just-race.
[22] "Our Research – ProInspire." Accessed October 9, 2019. https://www.equityinthecenter.org/our-research/.

National Origin

System of classification based on the nation from which a person originates regardless of the nation they currently live. National origin is not something an individual can change, though origin can change through the generations of family.

Oppression/Anti-Oppression

- **Oppression** - Systemic devaluing, undermining, marginalizing, and disadvantaging of certain social identities in contrast to the privileged norm; when some people are denied something of value, while others have ready access. This can occur, intentionally and unintentionally, on individual, institutional, and cultural levels.
  - o Individual - attitudes and actions that reflect prejudice against a social group.
  - o Institutional - policies, laws, rules, norms, and customs enacted by organizations and social institutions that disadvantage some social groups and advantage other social groups.
  - o Institutional - policies, laws, rules, norms, and customs enacted by organizations and social institutions that disadvantage some social groups and advantage other social groups.
  - o Societal/cultural - social norms, roles, rituals, language, music, and art that reflect and reinforce the belief that one social group is superior to another.
- **Anti-oppression -** The act of shifting power to people who have been marginalized by recognizing, mitigating and eliminating the oppressive effects of the individual, institutional and societal elements of the dominant culture.

Othering

Othering encompasses the systematically expressed prejudice on the basis of group identities or membership. It is a common set of dynamics, processes, and structures that produces marginality and persistent inequality across any of the full range of human differences. It is a strategy of the dominant culture to prevent belonging. Dimensions of othering include, but are not limited to, religion, sex, race, ethnicity, socioeconomic status (class), disability, sexual orientation, citizenship/immigration status, and skin tone[23,24]. *See Belonging.*

People of Color or Communities of Color

Collective term for referring to non-white racial groups. [25]

Power

The ability to decide who will have access to opportunity and resources; the capacity to direct or influence the behavior of others, oneself, and/or the course of events.

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[23] "Implicit Bias and Structural Racialization |." Accessed October 9, 2019.
https://nationalequityproject.org/resources/featured-resources/implicit-bias-structural-racialization.
[24] "The Problem of Othering: Towards Inclusiveness and Belonging." Othering and Belonging (blog), June 29, 2017.
http://www.otheringandbelonging.org/the-problem-of-othering/.
[25] WA Governor's Interagency Council on Health Disparities, Equity Language Guide, 2018,
https://healthequity.wa.gov/Portals/9/Doc/Publications/Reports/EquityLanguageGuide_Final_.pdf

Power-over

The ability to impact others without respect or their permission. Exercising control over another person or people through the use of force, authority, or position, and the dissemination of punishment and reward.

Power-with

Using or exercising one's power to work with others equitably for common good, showing respect, leveraging strengths, and providing guidance.

Prejudice

Prejudice is an idea or opinion that is not based on fact, logic, or actual experience. Prejudice may be formed by a person's previous experience, learning, and observations.

Privilege

Privilege is any unearned benefit, position, power, right, or advantage one receives in society because of their identity. In the United States, privilege is prevalent in the following areas:
- Ability privilege;
- Age privilege;
- Christian privilege;
- Cis Privilege;
- Class or economic privilege;
- Hetero privilege;
- Male privilege;
- National origin; and
- White privilege.

Questioning

A term to describe a person who is exploring their sexual orientation, gender identity, or gender expression.

Race

A social construct that divides people into smaller social groups based on characteristics most typically skin color. Racial categories were socially constructed, and artificially created whiteness as one of the elements of the dominant culture. Race was created to concentrate power and advantage people who are defined as white and justify dominance over non-white people. The idea of race has become embedded in our identities, institutions, and culture, and influences life opportunities, outcomes, and experiences. Racial categories change based on the political convenience of the dominant society at a given period of time. *See Nationality/National Origin, Color, Colorism, and Ethnicity.*

Race Equity

The vision or existence of a community, society, or world in which race or color does not predict the amount and quality of opportunities, services, and benefits. The condition where one's race identity has no influence on how one fares in society[26].

Racism

A way of representing or describing race that creates or reproduces structures of domination based on racial categories[27].

In other words, racism is racial prejudice plus power. In the United States, it is grounded in the creation of a white dominant culture that reinforces the use of power to create privilege for white people while marginalizing people of color, whether intentional or not.

It is perpetuated in many forms of racism that include:
- **Individual racism** - An individual's beliefs, attitudes, and actions that perpetuates racism.
- **Interpersonal racism** - When individuals express their beliefs and attitudes with another person that perpetuates racism.
- **Internalized racism** - When people of color, knowingly or unknowingly, accept and integrate negative racist images, beliefs, and identities to their detriment.
- **Institutional racism** - Intentional or unintentional, laws, organizational practices, policies, and programs that work to the benefit of white people and to the detriment of people of color.
- **Systemic racism**: The way an entire system collectively contributes to racial inequities. This includes the health, environmental, education, justice, government, economic, financial, transportation, and political systems.
- **Structural racism** - The interplay of laws, practices, policies, programs, and institutions of multiple systems, which leads to adverse outcomes and conditions for communities of color compared to white communities[28].

Respect

A feeling or understanding that someone or something is important, valued and should be treated in a dignified way[29].

Sexism

Discrimination or prejudice against a particular sex or gender on the assumption that another sex or gender is the social and cultural norm. It typically has the most negative impact on women.

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[26] "Human Rights Commission." Accessed October 9, 2019. https://sf-hrc.org/.

[27] Omi, Michael, and Howard Winant. Racial Formation in the United States: From the 1960s to the 1990s. 2nd ed. New York: Routledge, 1994.

[28] "Glossary--Racial Equity Tools." Accessed October 9, 2019. https://www.racialequitytools.org/glossary.

[29] "Articles - Diversity and Inclusion Resources - Center for Diversity and Inclusion (CDI) - University of Houston." University of Houston. Accessed October 9, 2019. https://www.uh.edu/cdi/diversity_education/resources/articles/.

Sexual Orientation

A person's physical, romantic, emotional, aesthetic, and/or other form of attraction to others. Gender identity and sexual orientation are not the same. For instance, transgender people can be straight, bisexual, lesbian, gay, asexual, pansexual, queer, etc., like anyone else.

- **Aromantic** - A person who experiences little to no emotional or romantic to other people. Sometimes aromantic people abbreviate the term to Ace.
- **Asexual** - A person who experiences little to no physical attraction to other people. Sometimes asexual people abbreviate the term to Ace.
- **Bisexual** - A person who has an emotional and physical attraction to persons of the same and different genders.
- **Gay** - A person who is emotionally and physically attracted to someone of the same gender. It is more commonly associated with males or men.
- **Heterosexual** - A person who is emotionally and physically attracted to people of the opposite sex.
- **Lesbian** - A female or woman who has an emotional and physical attraction for other females or women.
- **Pansexual** - A person who is emotionally and physically attracted to individuals of all gender identities and expressions.
- **Queer** - A person who expresses fluid identities and/or orientations in their emotional and physical attraction to others. The term is sometimes used as an umbrella term to refer to all LGBTQ+ people.

Social Construct

A social phenomenon or convention originating within and cultivated by society or a particular social group, as opposed to existing inherently or naturally.

Social Justice

A practice within a society based on principles of equality and solidarity that understands and values human rights and recognizes the dignity of every human being. Such a practice would strive to provide basic human needs and comforts to all members of the society regardless of class, race, religion or any other characteristic.

SOGIE

An acronym, usually used in data collection, for addressing Sexual Orientation, Gender Identity and Expression, which captures all the ways people self-identify. SOGIE includes LGBTQ+ as well as heterosexual, cisgender, and non-questioning individuals.

Stereotype

Characteristics attributed to an individual or group based on generalization, oversimplification, or exaggeration that may result in stigmatization and discrimination[30].

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[30] "Diversity & Inclusion." U.S. Office of Personnel Management. Accessed October 9, 2019. https://www.opm.gov/policy-data-oversight/diversity-and-inclusion/.

Tokenism

The practice of making only a perfunctory or symbolic effort to do a particular thing. Examples of tokenism include but aren't limited to, asking a person of color to be on a hiring panel for the appearance of diverse perspectives, but they don't actually have a connection to the position or voice in the decisions related to the hiring process; you ask a community member to join a meeting to give input and you don't use their input, but talk about how you had representation from that community.

Transphobia

A term for fear, anger, intolerance, resentment, hatred, discomfort, or mistrust that one may have toward people who are transgender or gender non-conforming. The term can also connote a fear, disgust, or dislike of being perceived as transgender or gender non-conforming.

Two-Spirit

A term sometimes used to describe Indigenous individuals who have a gender identity or gender expression that does not align with their sex assigned at birth or have a culturally distinct gender, apart from male or man and female or woman.

Western-centrism

The tendency to believe that Western society values, standards and norms are superior to those of other cultures.

White Dominant Culture

Culture defined by white men and white women with social and positional power, enacted both broadly in society and within the context of social entities such as organizations. *See Dominant Culture and White Supremacy.*

White Supremacy

A political, economic, and cultural system in which white people are believed to be the normal, better, smarter and, holier race over all other races. This system entitles whites with overwhelming control, power, and material resources. Conscious and unconscious ideas of white superiority and entitlement are widespread. White dominance and non-white subordination are daily reenacted across a broad array of institutions and social settings. A white supremacy mindset is perpetuated when elements of this system are not named, agreed to, or actively undone[31, 32, 33].

Workforce Diversity

Workforce Diversity means a collection of individual attributes that together help agencies pursue organizational objectives efficiently and effectively. These include, but are not limited to, characteristics such as national origin, language, race, color, disability, ethnicity, gender, age, religion, sexual orientation, gender identity, socioeconomic status, veteran status, political beliefs, communication styles], and family structures. The concept also encompasses differences among people about where

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[31] Okun, Tema. The Emperor Has No Clothes: Teaching about Race and Racism to People Who Don't Want to Know. Educational Leadership for Social Justice. Charlotte, N.C: Information Age Pub, 2010.

[32] Crenshaw, Kimberlé, ed. Critical Race Theory: The Key Writings That Formed the Movement. New York: New Press, 1995.

[33] "DRworksBook." dRworksBook. Accessed October 9, 2019. http://www.dismantlingracism.org/.

they are from, where they have lived and their differences of thought and life experiences[34]. *See Diversity.*

Xenophobia

A term for fear, anger, intolerance, resentment, hatred, discomfort, or mistrust that one may have toward people from other countries. The term can also connote a fear, disgust, or dislike of being perceived a person is from other countries.

Workgroup Members included:

Mark Adreon – DSB, DEI Council, DEI Committees

Laura Bradley – BIIA, DEI Committees

Ayanna Colman – OFM, DEI Council, BRGs, and Committees

Christy Curwick Hoff – DOH/HSC, DEI Council, DEI Committees

Evette Jasper – DCYF, DEI Council, DEI Committees

Karen Johnson, DOC, DEI Council, DEI Committees

Scott Nicholson, OFM SHR, DEI Policy Committee

Theresa Powell, DSHS, DEI Council

Denise Ross, PSP, DEI Council, DEI Committees

Jessica Zinda, DEI Council, DEI Committees

Cheryl Sullivan-Colglazier, Facilitator

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[34] "Diversity & Inclusion." U.S. Office of Personnel Management. Accessed October 9, 2019. https://www.opm.gov/policy-data-oversight/diversity-and-inclusion/.

Accountability	Excellence	Perfection
Accuracy	Excitement	Piety
Achievement	Expertise	Positivity
Adventurousness	Exploration	Practicality
Altruism	Expressiveness	Preparedness
Ambition	Fairness	Professionalism
Assertiveness	Faith	Prudence
Balance	Family-orientedness	Quality-orientation
Being the best	Fidelity	Reliability
Belonging	Fitness	Resourcefulness
Boldness	Fluency	Restraint
Calmness	Focus	Results-oriented
Carefulness	Freedom	Rigor
Challenge	Fun	Security
Cheerfulness	Generosity	Self-actualization
Clear-mindedness	Goodness	Self-control
Commitment	Grace	Selflessness
Community	Growth	Self-reliance
Compassion	Happiness	Sensitivity
Competitiveness	Hard Work	Serenity
Consistency	Health	Service
Contentment	Helping Society	Shrewdness
Continuous Improvement	Holiness	Simplicity
Contribution	Honesty	Soundness
Control	Honor	Speed
Cooperation	Humility	Spontaneity
Correctness	Independence	Stability
Courtesy	Ingenuity	Strategic
Creativity	Inner Harmony	Strength
Curiosity	Inquisitiveness	Structure
Decisiveness	Insightfulness	Success
Democraticness	Intelligence	Support
Dependability	Intellectual Status	Teamwork
Determination	Intuition	Temperance
Devoutness	Joy	Thankfulness
Diligence	Justice	Thoroughness
Discipline	Leadership	Thoughtfulness
Discretion	Legacy	Timeliness
Diversity	Love	Tolerance
Dynamism	Loyalty	Traditionalism
Economy	Making a difference	Trustworthiness
Effectiveness	Mastery	Truth-seeking
Efficiency	Merit	Understanding
Elegance	Obedience	Uniqueness
Empathy	Openness	Unity
Enjoyment	Order	Usefulness
Enthusiasm	Originality	Vision
Equality	Patriotism	Vitality

LACEY COMMISSION ON EQUITY
July 26, 2021

SUBJECT:	**Draft 2021 Commission on Equity Work Plan**

RECOMMENDATION:	**Review the draft Work Plan for the remainder of 2021.**

STAFF CONTACT:	Shannon Kelley-Fong, Assistant City Manager _SKF_

ATTACHMENTS:	1. Draft Commission on Equity Work Plan 2021, includes Strategic Plan Workshops through 2022

PRIOR REVIEW:	7/26/2021 – Commission on Equity meeting

BACKGROUND: At the July 26, 2021 Commission on Equity (COE) meeting, staff introduced the idea of creating a work plan for the COE on an annual basis.

What is an advisory board work plan?
Lacey community boards, commissions, ad hoc committees and any other similar body authorized by the City Council to conduct research, make recommendations or perform other work in furtherance of the goals and objectives of the City, typically create annual work plans specific to that body.

The links below provide 2021 work plans for other City of Lacey Advisory Boards:

>   Planning Commission
>   Historical Commission
>   Park Commission

Work plans frequently incorporate Council goals, input from the City Manager or designee, and the committee expected to perform the work. Work plans often include the following elements:

1. Identification of goals and objectives of the board or commission.

2. Available resources including any City employees assigned to the board or commission.

3. Reporting requirements.

4. Anticipated timelines.

The City Council typically reviews and approves work plans on an annual basis. Each body typically submits an annual report to the City Council which evaluates the work of the committee pursuant to the work plan. The City Council may use the annual report as a reference for developing future board or commission efforts.

Workplan Items for the Commission for 2021:

1. Work on crafting a **Diversity, Equity and Inclusion (DEI) Strategic Plan** for the City; and

2. Work on other items as identified by the City Council, City Manager, designee, or committee.

A. **Land Acknowledgement(s):** Work with the Nisqually Tribe and Squaxin Island Tribe to increase partnership, understanding, and collaboration. Craft a Land Acknowledgement and use-policy for public occasions and/or public buildings, if so desired by the Nisqually and Squaxin Island Tribes.

B. **City Engagement Strategies / Draft Communications Plan Review:** The City is currently in the process of crafting a community vision action plan and communications plan. The City would like to find ways to improve the City's community outreach and engagement efforts for these plans, as well as future plans. The City is interested in ways to enhance existing efforts to make City government more accessible to all community stakeholders.

C. **Create a work plan for 2022.**

In addition, to the work identified above, it is important that the COE is provided up-to-date information on City operations and internal DEI initiatives. To do so, the City will bring in various departments to discuss the work that they do in the community, as well as an overview of internal DEI efforts guided by the City's Human Resources Department.

The COE will also need to create a work plan for 2022 this fall. Potential items for 2022 include:

A. **Continue work on the DEI Strategic Plan**. Provide a recommendation for the adoption of a completed DEI Strategic Plan to the City Council in Summer 2022.

B. **Joint meeting(s) with the Lacey City Council** reviewing 2021 activities and 2022 work plan.

C. **Racial Equity Tools**: Enhancement of racial equity tools, such as:

a. Equity Maps

b. Equity Budgeting Tools

c. Equity Staff Report Elements/Features

D. Provide input on City plans and/or policies, as identified by the City Council.

E. Continued review and work on enhancing City outreach and engagement strategies.

F. Review existing and consider additional City-initiated proclamations.

G. Other items as they are identified.

ADVANTAGES:

1. In the future, the Lacey City Council will be advised of the scheduled activities for the COE. Additionally, the City Council will be advised of the accomplishments of the COE on a yearly basis.

2. For 2022, reviewing and adopting the 2022 COE work plan provides an opportunity for the Lacey City Council to ask questions on specific COE topics and reprioritize the work program based on emerging or changing issues.

DISADVANTAGES:

1.   None identified at this time.

COMMISSION ON EQUITY WORK PLAN 2021 -2022

Item	Anticipated Start Date	Anticipated End Date	Staff Lead
1. Strategic Plan Work	8/26	Summer 2022	Shannon Kelley-Fong
2. DEI Data Overview	Fall 2021	Fall 2021	TBD
3. Engagement Strategies / Draft Communications Plan Review	Fall 2021	Spring 2022	Shannon Kelley-Fong
4. Internal City-led DEI initiatives overview	Fall 2021	Fall 2021	TBD
5. Overview of City departments	Fall 2021	Spring 2022	Various
6. Land Acknowledgement	October 2021	Winter 2022	TBD
7. Proclamations Review	Winter 2022	Spring 2022	TBD
8. Draft Work Plan 2022	November 2021	February 2022	TBD

Meeting date	Agenda Item	Topics	Pre or post work	Outcomes	Deliverable	Comments
August 23, 2021	**Strategic Plan** **Workshop 1**	Where have we been on this journey, where are we at and where do we want to go?	Defining a vision of the future.	Understanding of what the strategic process will look like and values-based decision making	--	Includes the role of government laws and policies in shaping existing inequities in the community and beyond
	Work Plan Item(s)					
September 27, 2021	**Strategic Plan** **Workshop 2**	**Creating an Equity values Statement**	**What does equity mean to me? To this community? What DEI behaviors do we embody?**	**Deep understanding of equity and who we aim to serve**	**Equity Statement Draft**	Includes shared equity and inclusion definitions/ implicit and explicit bias
	Work Plan Item(s)	General City Overview	How the City works and what the City does.			
		HR – Internal DEI initiatives overview	Overview of city-led DEI initiatives.			

Meeting date	Agenda Item	Topics	Pre or post work	Outcomes	Deliverable	Comments
October 25, 2021	**Strategic Plan** **Workshop 3**	Creating a Mission Statement	Why is this important for us? Why now?	Understanding and clearly linked benefits of DEI	Mission Statement Draft	Includes the overview of individual, institutional, and structural racism
	Work Plan Item(s)	Land Acknowledgement (1)	Review history, examples, and options moving forward.			
		Lacey Cares				
		Engagement Strategies / Draft City Communications Plan (1)				
November 22, 2021	**Strategic Plan** **Workshop 4**	**Creating a Vision Statement**	**What can the city achieve in 5 years? How would we like to conceive systemic wellbeing ??**	**Deep understanding of intersectionality and goals**	**Vision Statement Draft**	**Incorporate what the city can do, collaborate to achieve, and support or influence?**
	Work Plan Item(s)	Engagement Strategies / Draft City Communications Plan (2)				

Meeting date	Agenda Item	Topics	Pre or post work	Outcomes	Deliverable	Comments
December 13, 2022	**Strategic Plan** **Workshop 5**	Values-based decision making in practice	Scenarios and problem solving	Understanding of how to fully utilize values-based decision making	Finalized Equity, Mission and Vision Statements	Make available for wider feedback
	Work Plan Item(s)	Proclamations (2)				
		Engagement Strategies / Draft City Communications Plan (3)	Continue work on this item, if necessary.			
		Review draft Work Plan 2022				
January 24, 2022	**Strategic Plan** **Workshop 6**	How do we listen?	Media on how to listen and define community needs	Understanding of the importance of listening while planning	--	Additional post work may be explored to get information on needs
	Work Plan Item(s)	TBD				
February 28, 2022	**Strategic Plan** **Workshop 7**	Creating and Prioritizing action	What have communities voiced as needs and support?	Understanding of how to prioritize DEI action	DEI action prioritization matrix-tool	We can identify internal and external activities the City can lead
	Work Plan Item(s)	TBD				
* Tentative - Joint City Council - Equity Commission meeting to discuss work in 2021 and work plan in 2022						

Meeting date	Agenda Item	Topics	Pre or post work	Outcomes	Deliverable	Comments
March 28, 2022	**Strategic Plan** **Workshop 8**	What's in our DEI Strategic Plan?	Ideas for specific plan elements	Understanding of goals (Specific Measurable Achievable/ Attainable Realistic Time-bound)	DEI strategic plan draft	Equity index and other strategies can be included here
	Work Plan Item(s)	TBD				
April 25, 2022	**Strategic Plan** **Workshop 9**	Monitoring and accountability of DEI Strategic Planning	Who is accountable for keeping momentum and checking progress? What about roadblocks?	Understanding of basic program monitoring and evaluation	Plan for monitoring, revisiting, and updating DEI strategic plan	City input will be critical as we also plan for accountability. Provide opportunity for public input before finalizing.
	Work Plan Item(s)	TBD				
May 23, 2022	**Strategic Plan** **Workshop 10**	Time for Reflection	How do we feel about this process, what have we learned along the way?	Introspection and understanding of the DEI strategic planning process	Finalized draft DEI Strategic Plan for City Council consideration	Provide an opportunity for continuous feedback on Plan moving forward.
	Work Plan Item(s)	TBD				

LACEY COMMISSION ON EQUITY
August 23, 2021

SUBJECT:	**Inspirational Item and Enhanced Community Dialogue Discussion**

RECOMMENDATION:	**1) Motion to approve the inclusion of an "Inspirational Item" at Commission on Equity Meetings** **2) Motion to approve Special Meetings that would serve as Community Listening Sessions on every other month basis. Monitor the engagement levels at these meetings and re-evaluate meetings and meeting frequencies in 2022.**

STAFF CONTACT:	Shannon Kelley-Fong, Assistant City Manager *SKF*
ATTACHMENTS:	None.
PRIOR REVIEW:	7/26/2021 – Commission on Equity meeting

BACKGROUND: The following potential meeting elements were discussed at the July 26, 2021 Commission on Equity (COE) meeting. Commissioners expressed interest in discussing these items at the August 23, 2021 meeting for possible incorporation in to future COE meetings.

Inspirational Item: Commissioner Clay brought up the possibility of adding a moment of inspiration to the beginning of the agenda that would include a quote or short paragraph of stimulating, moving, or aspirational content. The intent would be that this element occurs at the beginning of the meeting and would include a short introduction and presentation by Commissioners on a rotating basis.

Commission Clay put forth the following names for this potential agenda item:

- Enrichment Moment
- Inspirational
- For the Greater Good

Inclusive Meeting Options: Commissioner Jackson expressed a desire to expand opportunities for members of the public to provide two-way communication to the COE. Notably, the COE will be reviewing and providing recommendations for enhancing the City's public engagement and outreach efforts shortly.

It is the recommendation of staff that the COE consider holding regularly scheduled "Listening Sessions" or "Open Houses" for expanded dialogue with the community rather than create an additional discussion element within the Regular meeting.

How this could work:
In addition to Regular Meetings, the COE could hold a Special Meeting that would serve as a "Listening Session" or "Open House" on a regular basis dedicated to engaging with the community dialogue on items actively being worked on by the COE. These meetings could be held 1) quarterly, 2) every other month, or 3) at some other interval. It is the recommendation of staff that these Special meetings are held every other month at first to gauge participation.

Advantages:

- Creates a clear time for engaging with the public on items the COE is involved in.

- Allows the COE to focus on work identified on the work plan during Regular Meetings of the COE.

- Allows members of the public an opportunity to dialogue with the COE if they cannot make all or one of the Regular Meetings.

Limitations:

- The frequency of special meetings would not allow the public to have real-time dialogue with the COE on items being discussed at COE Regular Meetings.