

Diversity Council

Meeting Minutes - May 14, 2014

The regular meeting of the Diversity Council was called to order at **3:05** pm on May 14, 2014 in Robert Drewel Building, 6OA4 by Vicki Lubrin substituting for Jessica Gurley.

Present:

Vicki Lubrin, Auditor's Office; Bo Tunestam, Human Services; Leon Zainwel, Information Services; Diana Williams, Finance; Mike Huston, Public Works – Engineering Services

Welcome and Introductions:

1. Minutes:

Minutes from the April meeting were not available. No further action taken.

2. Announcements:

Bo passed out fliers and presented information on the 3rd Annual North Puget Sound Conference on Race. The event is sponsored by the Communities of Color Coalition and will be held Saturday, May 17, 2014 at Edmonds Community College – Woodway Hall.

The focus will be on food, health and housing. The event is free and open to the public. There will be 3 panels with 4 subject experts on each panel that includes basic information on race, religion, racism, inclusion, and exclusion.

Keynote speaker is Dr. Paul Pitre, PhD and the master of ceremonies is state Representative Lillian Ortiz-Self.

3. By-Laws

The group continued to discuss and suggest language for by-laws in support of the proposed ordinance.

General Topics Discussed:

- Removal of members
 - May ask for removal in lieu of automatic removal for non-participation
 - Bo will suggest some language before the next meeting
- Compare proposed ordinance with Human Rights Commission ordinance

- Specifically look at discrimination prohibition and is there an overlap with the Diversity Council in this area?

By Laws – Outline – May discussions

Mission – Vision – Values – Goals

Organizational Chart

Membership

Roles and responsibilities

- Participate and communicate back to department
- Review issues as they arise
- Training
 - External/Internal
 - Review – recommend – update
 - New employee tool kit

Time Commitments

Elections

Chair

- Past chair continued commitment

Vice-chair

Scribe/Secretary

Treasurer

- Financial oversight if funded

Terms of members

- Public Works/Sheriff/Corrections Departments - two members each

Attendance requirements

Removal of members

- Miss 3 consecutive meetings without alternate
- Notify Department Head
- Implement progressive steps for removal
- Recommend/ask for removal in lieu of automatic removal

Alternates

- Recommended

Meetings

Frequency

- Monthly
- Ability to call special meetings
- Executive/Council – ability to convene meeting if needed
- Agenda – establish format

Rules of Order

- Roberts Rules of Order

Quorum

- Adopt minutes
- Change by-laws

Ability to Create Committees

Subcommittees

Work groups

Ad hoc

Training- (move to roles and responsibilities)

~~Internal~~

~~New employee packets~~

~~External~~

Adjournment:

Meeting was adjourned at 4:00 pm. The next general meeting will be at 3:00 pm on June 11, 2014.

Minutes submitted by:

Vicki Lubrin