CITY OF BELLEVUE

BELLEVUE DIVERSITY ADVISORY NETWORK

MEETING MINUTES

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| November 28, 2017 | Bellevue City Hall  |
| 6:00 p.m.  | Room 1E-112  |

MEMBERS PRESENT: Anthony Austin, Paulo Perez, Mareth Flores, Jennifer Karls, Justin Daigneault, Andrew Kelly, Tom Brewer, Aleksandra Poseukova, Haruka Kojima, Jingdong Yu, Margie Ye, Aisha Kabani, Maria Batayola, Mohamed Bakr

MEMBERS ABSENT: Beabe Akpojovwo, Linda Whitehead, Eloisa Tran, Alaric Bien, Chinar Bopshetty, Edilberto Flores

STAFF PRESENT: Mark Manuel

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

Mark Manuel, Diversity Outreach and Engagement Administrator, announced that co-chair Rita Badh, who was formerly associated with the India Association of Western Washington, got a full-time job as the human services person for the city of Sammamish. Because she does not work in Bellevue and no longer is with an organization operating in Bellevue, she has withdrawn from being a member of the BDAN. Mr. Manuel said during the election of chair and vice chair, the person who received the second most number of votes for vice chair was Ms. Kabani and as such she has stepped into the role of vice chair.

The meeting was called to order at 6:12 p.m. by Ms. Kabani who presided until the arrival of Chair Austin at 6:12 p.m.

A. Roll Call of Members

Ms. Kabani called the roll.

 B. Adoption of the Agenda

A motion to approve the agenda was made by Ms. Batayola. The motion was seconded by Mr. Brewer and the motion carried unanimously.

 C. Adoption of the Minutes

Ms. Flores asked to have the minutes amended to indicate that Paulo Perez was not present for the meeting.

A motion to adopt the October 24, 2017, meeting minutes as amended was made by Ms. Flores. The motion was seconded by Ms. Karls and the motion carried unanimously.

2. RECAP

 A. Driving Factors

 B. Subcommittees: Maximizing Our Assets

 C. Points for Consideration/Questions We Need Answered

Mr. Manuel commented that the personal purpose statements drafted a couple of meetings back are important to the work of the BDAN. Many of them indicated a desire to help create a better society for the next generation. Other driving factors listed by members of the Network were a desire to share their skills, talent and time; and a belief in being better together as a community; wanting to be engaged members of Bellevue.

Mr. Manuel noted the members had also spent time talking about where things stand. During the first year the BDAN spent time talking about mission, outreach and engagement. Things are now moving into the second phase with two specific projects. The Culturally Responsive Government committee will be working with an internal city committee to find a shared purpose, and the Outreach and Communications committee will be focusing on the community mapping process.

3. BDAN PARTICIPATION IN COMMUNITY EVENTS

 A. Diversity Advantage Breakfast

Mr. Manuel reported that the December 14 Bellevue Diversity Advantage breakfast will serve as an opportunity to engage in information gathering. About 90 persons from the community are expected to attend. Both Chair Austin and Ms. Kabani will speak about the work of the BDAN.

 B. Unity Through Diversity

Mr. Manuel said Unity Through Diversity on December 12 is a youth-led variety program hosted by Youth Link.

 C. Dr. Martin Luther King Events

It was noted that the Dr. Martin Luther King event on January 10 will include a panel of African-American community leaders sharing reflections about Dr. King, what it is like living on the Eastside and being only three percent of the population, and visions for moving forward as a community. Then on January 15 an all-day event at Crossroads will celebrate the life and work of Dr. King through a mix of musical and spoken word performances. A health fair will be held in conjunction with the event.

Also on January 10 there will be an internal workshop involving the city’s leadership team and the diversity liaisons. The workshop will provide another means for keeping the diversity piece front and center while providing the leadership team an opportunity to receive additional training.

4. WORK GROUPS

 A. Cultural Group Mapping

Mr. Manuel asked the members to think about the big subject areas that need to be addressed. Examples would be how to go about collecting all the information, and what the process is. He reminded the group that the community mapping exercise is tied directly to the RFP, in part to give the BDAN a feel for what it looks like for a city to run a study and how the information is handled. Additionally, in doing the cultural mapping it will be important both to collect the information and make sure the BDAN is well protected legally with regard to how the information is collected and what is done with the information after it is collected.

Mr. Manuel said he is working with the city’s graphic designer to develop a card to be handed out at the December 14 event. The card will allow people to write down information for the BDAN to collect and follow up on around affiliations and people they know.

 B. BDAN Process Discussions with the City

For those meeting with the city’s internal team, Mr. Manuel noted that the BDAN had previously done some work to identify the big questions in need of answers. The internal team is currently looking at them and will be providing answers to them. An ongoing meeting schedule has been proposed by the internal team and concerns have been voiced about the fact that meetings during the workday are not necessarily accessible to community members; accordingly, there was agreement to meet at 6:00 p.m. the second Wednesday of each month.

Mr. Manuel asked the members to review the notes jotted down by the internal team to get an idea of what they are thinking, and to think about alternative ideas that may be feasible to carry out. The cultural mapping work will take three or four months after which there be more of a solid sense around what the BDAN track is.

The members divided into small groups and were prompted to discuss either a time when they felt purposely included, and what that felt like, or a time where they felt purposely excluded, and what that felt like.

The members then divided into the subcommittee groups to discuss the big bucket questions around community mapping. 16.40.5

After reconvening, Chair Austin said the Engagement and Outreach committees looked at a process to conduct community mapping in conjunction with a consultant. He said the committee members talked about serving as a resource and using the project as a means for getting their feet wet. The committee talked about the fact that human resources hands out grants to cultural groups, and the suggestion was made a list of those groups should be sought as one place to start. Other questions listed were what data exists, what information is needed but missing, who collects information, and can census data be tapped. There was agreement that a script is needed so that everyone can be on the same page in talking to organizations about collecting information. In addition to seeking information from cultural groups and their leaders, the members should be able to share information with them as a way of building greater relationships.

Ms. Kabani added that the template to be used when collecting information from individuals should include contact information as well as questions about their connections and their passions in regard to social, religious, political, art, language, heritage, science, technology, athletic and any others. Additionally, the list of questions should seek to know where the person how and where to get involved. The form should be drafted to be personal and interesting without being obtrusive.

Ms. Batayola suggested the list of questions should include seeking information about events put on by the groups people are part of. She also proposed including a question about education.

Ms. Karls, with the group that will be meeting with the internal team, first settled on a proposed meeting time. Following that group discussed questions to ask around the work to be done including ……. categories, funding budget, contacts and involvement ……. enhancing ……. and creating a structure that can be maintained over time. Also discussed was the idea of going in the same direction relative to priorities and concerns.

Mr. Kelly said there was also discussion of blending together the committee’s questions with the questions of the internal staff team and from that developing a process. The needs assessment will help to develop a baseline. There was also discussion about contact and involvement information, funding and budgets, implementation of the process, customer feedback, and how to measure success.

Ms. Batayola said there was also talk about what the agenda should be for the first meeting with the internal team. She said it was agreed it will be important for the BDAN members to introduce themselves. A charter should be developed so that there will be a mutual understanding of expectations. There are pieces in which BDAN should influence the process but not necessarily do the work. Additionally, group norms should be developed. For the following meeting there should be a focus on how the Bellevue departments make decisions, and the committee members want to talk openly about how they are integrated for the community experience, and how Bellevue defines its success. It is not currently known what is not working for the internal team, what opportunities are coming up next, and who is ready to do the work.

Chair Austin thanked the teams for their excellent work.

5. ADJOURN

Prior to adjourning, Mr. Manuel discussed with the members the date for the December BDAN meeting. There was consensus to set the meeting for December 19.

A motion to adjourn was made by Ms. Karls. The motion was seconded by Mr. Kelly and the motion carried unanimously.

Chair Austin adjourned the meeting at 8:02 p.m.