

NEIGHBORHOODS & DEMOGRAPHIC DIVERSITY ADVISORY COMMISSION

MEETING MINUTES • November 10, 2009 • FIRE STATION 15

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48

10. Call to Order: Meeting was called to order at 6:10 pm

20. Roll Call:

Commission Chair Paul Sundberg (absent)	Commissioner Tiffany Sims
Commission Vice Chair Shirley Sutton	Commissioner John Petrus
Commissioner Glenda Powell-Freeman	Council Liaison Loren Simmonds
Commissioner Mi O	Director Emily Yim
Commissioner Sandy Wong	Assistant Kellie Stickney

30. Approval of Minutes: Commissioner Powell-Freeman motioned to approve the minutes from October 13, 2009. Commissioner Sims seconded the motion. Motioned passed by unanimous consent.

40. Public Comments: No public comments.

50. Discussion

50.1 Announce resignation of Commission Chair Paul Sundberg: Commission Vice Chair Sutton announced the resignation of Chair Paul Sundberg. Vice Chair Sutton will be stepping into the role of Commission Chair leaving a vacancy in the Vice Chair position. Commissioners interested in the position were directed to notify Director Yim or Chair Sutton.

50.2 2010 US Census: Lito Adrillana and colleagues discussed the importance of the 2010 US Census. Adrillana stressed the link between census counts and federal funding passed down to the states. Adrillana and colleagues also highlighted the census' confidentiality. The 2010 Census plans on having multiple counting sites in the City of Lynnwood.

50.3 EEO Plan: Human Resources Representative Robin Hall updated the Commission regarding revisions to the City's EEO plan and requested input from the Commission. Commissioner Sims suggested multiple changes to the report including: comparing Lynnwood 2000 numbers to Labor Force numbers from 2000, including a note about 2000 data in the table, totaling ethnicity on page 4 of the report, totaling "white" on page 6 of the report, expanding bullets on page 8 to include gender identity and sexual orientation, and changing reference from color to race/ethnicity. Commissioner Sutton recommended asking current employees of color what they think would help increase the diversity of applicants, demystifying the civil service process, developing a diversity brochure, and utilizing UW job line, Puget Sound Diversity Taskforce, and ethnic businesses. Commissioner Wong recommended that the report include 2000 and 2009 numbers, that the report should not use labor force and workforce interchangeably, and that the report include an action plan with outcomes and measures. Commissioner Sims also recommended comparing numbers with Lynnwood population numbers, and changing "whites" and "blacks" categories to "White" and "Black" to match with the formatting of the other represented ethnic groups in the report. HR Director Hall plans to return to the Commission in January with updates.

NEIGHBORHOODS & DEMOGRAPHIC DIVERSITY ADVISORY COMMISSION

MEETING MINUTES • November 10, 2009 • FIRE STATION 15

- 1
2 60. Business
3 60.1 Subcommittee Report: Director Yim updated the Commission regarding the gang
4 forum taking place on December 8th.
5
6 70. Executive Session: The Neighborhoods & Demographic Diversity Advisory Commission
7 Executive Session will now convene to discuss Commission Personnel Issues. This Executive
8 Session is scheduled for 45 min, and the regular commission meeting will resume after the
9 completion of this scheduled Executive Session.
10
11 80. Staff Update: Future meeting dates for 2010 were discussed. The 4th Tuesday of each
12 month will be the 2010 meeting date
13
14 90. Council Liaison Update: Council Liaison Loren Simmonds spoke to the Commission
15 regarding the Commission's involvement with, and presentation to, City Council.
16
17 100. Comments for the Good of the Order:
18 100.1 Potential dates for a holiday party in December will be distributed via email.
19
20 110. Adjournment: Meeting adjourned at 9:12 pm