



Project Overview

WHAT	Form a new Social Justice and Equity Advisory Commission
PURPOSE	To elevate the experiences and perspectives of marginalized groups most impacted by social and institutional injustice so that they can inform how the City addresses institutional racism, discrimination, and oppression, helping to build a more equitable, just, and thriving community.
INTENTION	<p>Host a participatory leadership process to listen to and engage in dialogue and collaborate with a diverse spectrum of community members, particularly those who are marginalized and most impacted by social and institutional injustice.</p> <p>The input and information gathered out of the process will inform the Commission’s make-up, mission, responsibilities, and priorities.</p> <p>The participatory leadership process will accomplish this by:</p> <p>Listening and Learning. Community members will be invited to participate in a series of virtual conversations, focus groups, and online opportunities to contribute to a community dialogue on issues of social justice and equity. These events will be designed and hosted so as to provide safe gathering spaces for the community to learn and understand the issues at the center of institutional racism and oppression and the opportunities for positive change in Olympia.</p> <p>Finding Meaning. A thorough analysis and sorting of all the input and stories collected from the community dialogue will be used to uncover where the City and other local community organizations and partners can break down institutional racism and build a more just and equitable community.</p> <p>Scoping the Commission’s Role, Responsibilities and Make-up. The areas of greatest need and potential impact will be used to inform the formation of a new City Advisory Commission. What’s learned from the process will guide membership and representation on the commission, what role the commission fulfills within the City and community, and clarify its mission to meet the unique needs of our community.</p>

	<p>Developing Priorities and a Work Plan. Analysis of the input received will also reveal the racial and social equity issues that are most urgent to address and those with the most opportunity or momentum for positive change. This data will be used to inform development of the commission’s first year work plan so as to ensure they are focused on what's most important and impactful to our community at this time.</p>
<p>WHO</p>	<p>The process will be hosted by the Olympia City Council and led by the City’s Equity and Inclusion Coordinator, Olivia Salazar de Breaux. She will be supported by City staff from the Office of Performance and Innovation and Communications.</p> <p>The City will also work closely with community organizations representing traditionally and underrepresented and marginalized group so as to ensure there is a broad and inclusive diversity of conversation hosts, facilitators, and participants contributing to the process.</p>
<p>WHEN</p>	<p>August 2020 – April 2021</p> <p>Phase I: Listening and Learning September-October 2020</p> <p>City Council will host a series of virtual community conversations and online opportunities for community members to engage in a dialogue and listen and learn from one another.</p> <p>Phase II: Finding Meaning October-November 2020</p> <p>City Council will continue to host a second round of virtual community conversations and online opportunities for community engagement. Conversation topics will narrow based on what’s learned in phase I, and staff will start sorting and analyzing the input gathered.</p> <p>Phase III: Commission Role, Responsibilities, and Make-up December 2020 – January 2021</p> <p>Analysis of what we have heard and learned from the process will be used to determine the commission’s make-up, including how potential new members are identified and appointed, as well as defining the role of the commission so that it accurately reflects the needs and desires of the community.</p>

	<p>Phase IV: Commission Appointments and Work Plan February – March 2021</p> <p>New members will be appointed to the Commission and will work with the City’s Equity and Inclusion Coordinator to use what they learned from the participatory leadership process to finalize the first year’s work plan. Once approved by the City Council, the Commission will launch their first full year of work on April 1, 2021.</p>
<p>OUTCOMES</p>	<p>The primary purpose of this process is to form a Commission that can advise City Council, City Executive leadership, and City staff on how to best eliminate institutionalized racism in City government.</p> <p>Using a non-traditional and participatory approach also intentionally creates space for a community dialogue on social and racial justice that can inform and inspire a wide diversity of community members to take meaningful individual and collective steps towards a more equitable quality of life for all citizens.</p> <p>In addition to using the knowledge of our community to design an effective Commission, this process aims to:</p> <ul style="list-style-type: none"> • Build greater trust and collaboration among City government and traditionally underrepresented and marginalized groups; • Seek out and elevate the voices of community members with lived experience; • Ensure BIPOC (Black, Indigenous, and People of Color) in our community have equitable influence on City decision-making; • Foster a greater understanding and investment in systemic and long-lasting change; and • Create opportunities for learning together across differences so as to co-create the best and wisest solutions for our community.
<p>PEOPLE & ROLES</p>	<p>City Council: Host and support the process; listen; uphold the authenticity and validity of the process and its outcomes; appoint Commission members; and approve the Commission’s 2021-2022 work plan.</p> <p>Equity and Inclusion Coordinator: Lead the process; listen and help facilitate conversations; extend invitations to partner organizations and participants; liaison (and provide updates) to City Council and Executive staff; develop key communication messages; and serve as liaison and resource to the newly formed advisory commission.</p>

Facilitators: Provide a safe, welcoming, and comfortable space within which conversation and focus group participants can engage in a thoughtful and respectful dialogue. Help to ensure that participants' stories, concerns, and ideas are honored and captured so as to be fully considered and reflected in the process outcomes.

Community Partners: Help expand the hosting team's reach to engage with marginalized and oppressed groups in our community; help ensure the voices, life experiences, and perspectives they know and represent are included in the community dialogue; and partner as co-hosts in helping to provide safe and welcoming spaces in which to host conversations and focus groups.

Office of Performance & Innovation: Provide support to the Equity and Inclusion Coordinator in process design and management; meeting design; data analysis, summary and reporting; and development of educational and meeting materials and content.

Data Analysts: Provide recommendations on input collection; review all input received throughout the process; sort and analyze for patterns, themes, and key findings; and summarize and report on the findings.

PROJECT CONTACTS	Olivia Salazar de Breaux, Equity and Inclusion Coordinator Human Resources Executive Office Stacey Ray, Strategic Planning and Performance Manager Office of Performance and Innovation Executive Office
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