



Meeting Agenda

Social Justice & Equity Commission

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Margo Morales
(360)753-8150

Monday, January 26, 2026

6:00 PM

Olympia Center, Room 103

1. CALL TO ORDER

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.A [26-0014](#) Approval of December 1, 2025 Social Justice and Equity Commission Meeting Minutes

Attachments: [Minutes](#)

3.B [26-0016](#) Approval of October 25, 2025 Social Justice and Equity Commission Retreat Minutes

Attachments: [Minutes](#)

3.C [26-0017](#) Approval of July 28, 2025 Social Justice and Equity Commission Meeting Minutes

Attachments: [Minutes](#)

4. PUBLIC COMMENT

During this portion of the meeting, community members may address the Advisory Committee or Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission where the speaker promotes or opposes a candidate for public office or a ballot measure.

5. ANNOUNCEMENTS

6. BUSINESS ITEMS

6.A [26-0033](#) Olympia Sanctuary City Resolutions Briefing

Attachments: [Resolution M-1192 declaring the desire for Olympia to be known as a City of Peace](#)
[Resolution M-1857 Declaring the City of Olympia a Sanctuary City](#)

[Resolution M-2348 Declaring the City of Olympia a Sanctuary City for reproductive health care and abortion services](#)

[Resolution M-2591 Declaring the City of Olympia to be a Sanctuary City for LGBTQIA2S+ People](#)

[Policy 38 - Sanctuary City Policy](#)

[Safe Olympia Program Website](#)

[Immigration Violations Policy](#)

[Enforcement Action by Unknown or Masked Individuals Procedure](#)

7. REPORTS

8. OTHER TOPICS

9. ADJOURNMENT

Upcoming

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Social Justice & Equity Commission

Approval of December 1, 2025 Social Justice and Equity Commission Meeting Minutes

Agenda Date: 1/26/2026
Agenda Item Number: 3.A
File Number: 26-0014

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of December 1, 2025 Social Justice and Equity Commission Meeting Minutes



Meeting Minutes - Draft

Social Justice & Equity Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Margo Morales
(360)753-8150

Monday, December 1, 2025

6:00 PM

Council Chambers, City Hall

1. CALL TO ORDER

Meeting called to order at 6:07 p.m.

1.A ROLL CALL

Present: 6 - Chair Robin Rosen-Evans, Vice Chair Marianne Ozmun-Wells, Commissioner Karin Arnold, Commissioner Fauziya Mohamedali, Commissioner Dr. Amna Qazi and Commissioner Ceasar Plasencia

Excused: 2 - Commissioner Kieran Stilson and Commissioner Jeremy Ruse

Absent: 1 - Commissioner Kevin Mattison

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES - None

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS

City Council Study Session on Flock cameras scheduled for Tuesday December 2, 2025. Community members and advisory board members are welcome to attend.

6. BUSINESS ITEMS

6.A [25-1010](#) City of Olympia Equity Strategic Plan Briefing

Cultural Access Senior Program Specialist Amelia Layton presented the City of Olympia's draft workforce Equity Strategic Plan. Commissioners asked clarifying questions.

6.B [25-1014](#)

Establishing Group Commitments for Social Justice and Equity Commission Meetings

Commissioner Ozmun-Wells moved, seconded by Commissioner Mohamedali to approve group commitments for Social Justice and Equity Commission

meetings.

Aye: 6 - Chair Rosen-Evans, Vice Chair Ozmun-Wells, Commissioner Arnold, Commissioner Mohamedali, Commissioner Qazi and Commissioner Plasencia

Excused: 2 - Commissioner Stilson and Commissioner Ruse

Absent: 1 - Commissioner Mattison

6.C [25-1011](#) Guiding Framework for the Social Justice and Equity Commission

Commissioner Mohamedali moved, seconded by Commissioner Plasencia to approve a guiding framework for the Social Justice and Equity Commission.

Aye: 6 - Chair Rosen-Evans, Vice Chair Ozmun-Wells, Commissioner Arnold, Commissioner Mohamedali, Commissioner Qazi and Commissioner Plasencia

Excused: 2 - Commissioner Stilson and Commissioner Ruse

Absent: 1 - Commissioner Mattison

7. REPORTS - None

8. OTHER TOPICS

Commissioners expressed interest on receiving informational briefings from longstanding community members and business owners about their experiences in the community.

9. ADJOURNMENT

Meeting adjourned 7:10 p.m.



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Social Justice & Equity Commission

Approval of October 25, 2025 Social Justice and Equity Commission Retreat Minutes

Agenda Date: 1/26/2026
Agenda Item Number: 3.B
File Number: 26-0016

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of October 25, 2025 Social Justice and Equity Commission Retreat Minutes



Meeting Minutes - Draft

Social Justice & Equity Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Margo Morales
(360)753-8150

Saturday, October 25, 2025

9:00 AM

Council Chambers, City Hall

Special Meeting - Retreat

1.A ROLL CALL

Meeting called to order at 9:00 a.m.

Present: 9 - Chair Robin Rosen-Evans, Vice Chair Marianne Ozmun-Wells, Commissioner Karin Arnold, Commissioner Kevin Mattison, Commissioner Fauziya Mohamedali, Commissioner Dr. Amna Qazi, Commissioner Kieran Stilson, Commissioner Jeremy Ruse and Commissioner Ceasar Plasencia

2. ANNOUNCEMENTS

3. BUSINESS ITEMS

3.A 25-0895 Social Justice and Equity Commission Retreat

Commissioners discussed group commitments and strategies for building a guiding framework future work plans.

The discussion was completed.

4. ADJOURNMENT

Meeting adjourned at 3:09 P.M.

Accommodations



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Social Justice & Equity Commission

Approval of July 28, 2025 Social Justice and Equity Commission Meeting Minutes

Agenda Date: 1/26/2026
Agenda Item Number: 3.C
File Number: 26-0017

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of July 28, 2025 Social Justice and Equity Commission Meeting Minutes



Meeting Minutes - Draft

Social Justice & Equity Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Margo Morales
(360)753-8150

Monday, July 28, 2025

6:00 PM

Room 207, City Hall

1. CALL TO ORDER

Meeting called to order at 6:03 p.m.

1.A ROLL CALL

Present: 8 - Chair Robin Rosen-Evans, Vice Chair Marianne Ozmun-Wells, Commissioner Karin Arnold, Commissioner Kevin Mattison, Commissioner Fauziya Mohamedali, Commissioner Dr. Amna Qazi, Commissioner Kieran Stilson and Commissioner Jeremy Ruse

Excused: 1 - Commissioner Ceasar Plasencia

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [25-0655](#) Approval of June 23, 2025 Social Justice and Equity Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS

Recruitment for open seats on City of Olympia advisory bodies start in October. Social Justice and Equity Commissioners who are interested in stepping down or have terms that are ending are encouraged to reach out to Staff Liaison Margo Morales before end of September.

6. BUSINESS ITEMS

6.A [25-0536](#) Olympia 2045 - Community Values and Vision Update

Planning Manager Joyce Phillips presented the updated Community Values and Vision chapter of the Olympia 2045 Comprehensive Plan. Commissioners asked clarifying questions and provided feedback.

Information only. No action requested.

6.B [25-0658](#) Approval of Olympia 2045 Comprehensive Community Values & Vision Chapter Draft Letter

Commissioner Stilson moved, seconded by Commissioner Mattison to approve the Comprehensive Plan Community Values & Vision chapter draft letter.

Aye: 8 - Chair Rosen-Evans, Vice Chair Ozmun-Wells, Commissioner Arnold, Commissioner Mattison, Commissioner Mohamedali, Commissioner Qazi, Commissioner Stilson and Commissioner Ruse

Excused: 1 - Commissioner Plasencia

6.C [25-0656](#) Approval of Olympia 2045 Comprehensive Climate Element Draft Letter

Commissioner Stilson moved, seconded by Commissioner Qazi to approve the Comprehensive Plan Climate element draft letter.

Aye: 8 - Chair Rosen-Evans, Vice Chair Ozmun-Wells, Commissioner Arnold, Commissioner Mattison, Commissioner Mohamedali, Commissioner Qazi, Commissioner Stilson and Commissioner Ruse

Excused: 1 - Commissioner Plasencia

6.D [25-0657](#) Approval of Olympia 2045 Comprehensive Housing Chapter Draft Letter

Vice Chair Ozmun-Wells moved, seconded by Commissioner Ruse to approve the Comprehensive Plan Housing chapter draft letter.

Aye: 8 - Chair Rosen-Evans, Vice Chair Ozmun-Wells, Commissioner Arnold, Commissioner Mattison, Commissioner Mohamedali, Commissioner Qazi, Commissioner Stilson and Commissioner Ruse

Excused: 1 - Commissioner Plasencia

7. REPORTS

The next Social Justice and Equity Commission meeting is their annual retreat on October 25, 2025.

8. OTHER TOPICS - None

9. ADJOURNMENT

Meeting adjourned at 7:15 p.m.

Upcoming

Accommodations



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Social Justice & Equity Commission

Olympia Sanctuary City Resolutions Briefing

Agenda Date: 1/26/2026
Agenda Item Number: 6.A
File Number: 26-0033

Type: information **Version:** 1 **Status:** In Committee

Title

Olympia Sanctuary City Resolutions Briefing

Recommended Action

Receive a briefing on the City's Sanctuary City resolutions.

Report

Issue:

Whether to receive a briefing on the City's Sanctuary City resolutions.

Staff Contact:

Margo Morales, Community Engagement Program Specialist, Organizational Development and Performance, 360.753.8150

Presenter(s):

Manny Bosser, Human Resources Director

Shelby Parker, Interim Police Chief, Olympia Police Department

Background and Analysis:

In 1985 the City Council passed its first Sanctuary City resolution, declaring the desire for Olympia to be known as a City of Peace where those who are politically persecuted can find safe haven and sanctuary. Since that first resolution the City Council has passed three additional resolutions declaring the City of Olympia a sanctuary regardless of immigration status, a sanctuary for reproductive rights and a sanctuary for the LGBTQIA2S+ community.

The Social Justice and Equity Commission requested a briefing from City staff to better understand how these Sanctuary City resolutions translate to City policy and the City's work. The Human Resources Director will be presenting the City's Sanctuary City Policy (Policy 38). This policy was developed over the course of several months with input from stakeholders, subject matter experts, and staff work groups to develop a draft policy. The draft policy was then reviewed by various staff work groups and the City's legal team before it was approved and published in the fall of 2025. This Sanctuary City Policy is inclusive of guidance and expectations for staff regarding all the current Sanctuary City resolutions. The Human Resources Director will also discuss implementation and resources for staff related to this policy.

The Olympia Police Department's Interim Police Chief will be briefing the commission on police department policies, procedures, and programs related to the Sanctuary City resolutions. The Interim Chief will also discuss the collaborative process for developing these policies and procedures.

The purpose of this briefing is for the Commission to be better informed about how these resolutions are supported by City policy and procedures. This deeper understanding will support the Commission's ability to connect community members to resources and help navigate city systems.

Climate Analysis:

This briefing is not expected to have an impact on greenhouse gas emissions.

Equity Analysis:

The Commission's purpose is to "eliminate racism and fulfill human rights for a just and equitable Olympia for all people." The Commission works to fulfill this purpose in a variety of ways including connecting community members to resources and assisting in navigating city or state systems. A better understanding of the how the City has operationalized the Sanctuary City resolutions strengthens the Commissions ability to fulfill its purpose.

Neighborhood/Community Interests (if known):

There is a strong community interest in recent events around many of the topics specifically addressed in the Sanctuary City resolutions. The Social Justice and Equity Commission having a deeper understanding of how the different resolutions are operationalized increases the Commission's ability to support the community in understanding and navigating City systems.

Options:

- 1) Receive the briefing
- 2) Receive the briefing at another date and time
- 3) Do not receive the briefing

Financial Impact:

There are no financial impacts directly created by this briefing.

Attachments:

Resolution M-1192 Declaring the desire for Olympia to be known as a City of Peace

Resolution M-1857 Declaring the City of Olympia a Sanctuary City

Resolution M-2348 Declaring the City of Olympia to be a Sanctuary City for reproductive health care and abortion services

Resolution M-2591 Declaring the City of Olympia to be a Sanctuary City for LGBTQIA2S+ People

Policy 38 - Sanctuary City Policy

Safe Olympia Program Website

Immigration Violations Policy

Enforcement Action by Unknown or Masked Individuals Procedure

RESOLUTION NO. 1192

A RESOLUTION of the Olympia City Council declaring its desire that Olympia be a City of peace and requesting that the federal government suspend the deportation of Central American refugees who have fled from persecution in their home countries.

WHEREAS, the United States supported the United Nations General Assembly's adoption of the universal declaration of human rights on December 10, 1948, which commits the member states to recognize and observe basic human rights; and

WHEREAS, on August 12, 1949, the United States, El Salvador and Guatemala ratified the Geneva Convention IV, relative to the protection of civilian persons in time of war; and

WHEREAS, the United States has acceded to the 1967 United Nations Convention and Protocol Relating to the Status of Refugees which states:

"No contracting state shall expel or return a refugee in any manner whatsoever to the frontiers of territories where his life or freedom would be threatened on account of his race, religion, nationality, membership of a particular social group or political opinion."

and

WHEREAS, the United States Refugee Act of 1980 authorizes the granting of asylum to refugees who are defined in terms identical to the 1967 United Nations Convention as any person who:

". . . owing to well-founded fear of being persecuted for reasons of race, religion, nationality, membership of a particular social group or political opinion, is outside of the country of his nationality and is unable or, owing to such fear, is unwilling to avail himself of the protection of that country."

and

WHEREAS, the United Nations High Commission on

Refugees has declared that many people fleeing El Salvador and Guatemala are political refugees; and

WHEREAS, the United States signed the United Nations Protocol on Refugees but denies Guatemalan and Salvadoran refugees temporary safe haven and instead deports them; and

WHEREAS, the City of Olympia voters passed Proposition One in November, 1984, which calls for an end to the United States military involvement in Nicaragua and El Salvador; and

WHEREAS, the Washington State Legislature passed a Resolution calling for the granting of extended voluntary departure status to El Salvadoran and Guatemalan refugees; and

WHEREAS, members of religious communities within the City of Olympia have offered sanctuary to Central American refugees believing themselves to be acting not in civil disobedience but under the law of the land; and

WHEREAS, these groups and individuals have acted in a way they consider morally and legally correct and in the best tradition of our country which is founded on the principles of providing a safe haven for those fleeing political oppression; and

WHEREAS, in a similar circumstance, Washington State recently honored people who aided Jewish refugees during the Nazi holocaust.

THE OLYMPIA CITY COUNCIL HEREBY RESOLVES that it desires to be known as a CITY OF PEACE where those politically persecuted can find safe haven and sanctuary; and

FURTHER RESOLVES and petitions the Legislature, the Governor of the State of Washington, the United States Congress and the President to take action to uphold the 1967 United Nations Convention and Protocol relating to refugees; and

FURTHER RESOLVES and urges the Immigration Service to provide El Salvadoran and Guatemalan refugees with the status of "extended voluntary departure" so that they may live free of the threat of deportation until conditions allow their return home; and

FURTHER RESOLVES that it respects the various sanctuary groups and individuals for their courage, sensitivity, humanity and willingness to act in accordance with their conscience; and

BE IT FURTHER RESOLVED that a copy of this Resolution be sent to the United States Congress, the United States Immigration Service, the United States Department of State and the President of the United States.

DATED this 13th day of August, 1985.



George W. Bush
M A Y O R

Approved as to Form:

Markie Enders
City Attorney

PUBLISHED: August 30, 1985

RESOLUTION NO. M-1857

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA,
WASHINGTON, DECLARING THE CITY OF OLYMPIA A SANCTUARY CITY**

WHEREAS, the City of Olympia is a welcoming city that serves and protects its residents regardless of their immigration status; and

WHEREAS, the City of Olympia is a city of peace where those who are politically persecuted can find safe haven and sanctuary, with a history of supporting immigrant rights including refugees; and

WHEREAS, in the City Olympia all people, including immigrants, are respected and valued and are vital to our shared prosperity; and

WHEREAS, immigration has been a cornerstone of our city, region, state and nation's development throughout our history; and

WHEREAS, Washington's population grew by forty thousand (40,000) unauthorized residents between 2009 and 2014, making our state one of just six in the country with a growing unauthorized population; and

WHEREAS, Washington is the nation's eighth largest refugee-receiving state; and

WHEREAS, an estimated one hundred thousand (100,000) Muslim residents are proud to call Washington their home and live peacefully as our neighbors, colleagues and friends; and

WHEREAS, more than twenty-eight thousand (28,000) unauthorized youth in Washington received temporary status through the Deferred Action for Childhood Arrivals (DACA) program, and they deserve an opportunity to have a bright future and to contribute their time and talent to make Olympia a city of innovation and growth;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The City of Olympia declares itself to be a Sanctuary City and;

Section 2. As a Sanctuary City, City employees will serve all residents, and City services will be accessible to all residents regardless of immigration status; and

Section 3. The City of Olympia will not inquire upon a resident's immigration status in providing municipal services or in the course of law enforcement; and

Section 4. As a Sanctuary City, the City of Olympia will have policies that instruct employees to refuse the application of any request from a state or federal agency that requires the identification of a resident's immigration status, leaving that determination to federal authorities; and

Section 5. The City of Olympia shall refuse any requests that are an extension of any federal immigration policy enforcement actions to federal authorities and shall not enter into any agreements to carry out such federal enforcement actions, but leave such actions to federal authorities; and

Section 6. The City of Olympia shall review its policies to ensure that they reflect Olympia's status as a Sanctuary City, including possible revision of City policies to comply with this Resolution.

PASSED BY THE OLYMPIA CITY COUNCIL this 13th day of December 2016.

Cheryl Seely
MAYOR

ATTEST:

Jane Kikemo
CITY CLERK

APPROVED AS TO FORM:

Mark Barker
CITY ATTORNEY

RESOLUTION NO. M-2348

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON,
DECLARING THE CITY OF OLYMPIA TO BE A SANCTUARY CITY FOR REPRODUCTIVE
HEALTH CARE AND ABORTION SERVICES AS PERMITTED BY WASHINGTON STATE LAW,
AND RECOGNIZING A WOMAN'S RIGHT TO REPRODUCTIVE CHOICE**

WHEREAS, the Olympia City Council has a demonstrated history of declaring Olympia to be a safe haven and sanctuary to those who are politically persecuted by declaring Olympia a Sanctuary City; and

WHEREAS, prior to the Supreme Court of the United States overturning *Roe v. Wade* in *Dobbs v. Jackson Women's Health Organization*, *Roe* had guaranteed a constitutional right to an abortion for nearly 50 years and a woman's right to reproductive choice; and

WHEREAS, the Pew Research Center has reported a majority of the American public disapproves of the Supreme Court's decision to overturn *Roe v. Wade* with 62% of Americans saying abortion should be legal in all or most cases, and that this majority view is little changed since before the Supreme Court's decision in *Dobbs*; and

WHEREAS, the Pew Research Center survey also revealed that 62% of women disapprove of the Supreme Court's decision to end the federal right to an abortion and that more than twice as many women strongly disapprove of the Court's decision (47%) as strongly approve (21%); and

WHEREAS, the implications of the Supreme Court overturning *Roe v. Wade* will cause a strain on health care clinics that provide abortion services; threats to the public safety of all persons involved in the abortion process; exacerbation of the number of unwanted pregnancies coming to term; an increase in economic hardships for women and all people who can become pregnant forced to bear a child; and potentially putting other human rights at risk in the future; and

WHEREAS, the repeal of reproductive rights puts all rights to personal privacy at risk, including the right to use contraceptives as part of family planning, the right to marry a same sex partner, and the right to marry a person of a different race; and

WHEREAS, abortion is an essential reproductive health service, and its availability is an important part of every person's right to safe and accessible health care; and

WHEREAS, that right to reproductive choice is vital to the ability of women and people who can get pregnant to protect the liberty, health and financial stability of their families; and

WHEREAS, Washington State law protects the individual fundamental right of privacy especially as it relates to personal reproductive decisions and shall not deny or interfere with a birthing person's fundamental right to choose or refuse to have an abortion; and

WHEREAS, other state governments across the nation are passing laws that expressly ban abortion in those states; and

WHEREAS, some of this legislation also threatens those who receive abortions, as well as healthcare providers, with prison time;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE as follows:

1. The City of Olympia expands its Sanctuary City status to include reproductive health; and
2. The City of Olympia is expressly and unequivocally Pro Choice; and supports the reproductive rights of all people and condemns any attempt to restrict, prohibit, or otherwise impede access to safe and legal abortion and reproductive health care; and
3. The City of Olympia shall refuse any requests that are an extension of any federal policy or policy of another state requiring enforcement actions against those seeking or receiving abortion care or services and shall not enter into any agreements to carry out enforcement actions of other jurisdictions, but leave such actions to those authorities; and
4. The Olympia City Council directs staff to research tools available to Washington cities that support choice and reproductive rights to include:
 - Financial assistance to reproductive rights and choice providers to assist lower income/marginalized community members;
 - Balancing First Amendment rights and a right to access medical care and reproductive health care;
 - Conduct outreach to local reproductive health and choice providers to learn how the City of Olympia can facilitate or partner with them to best support their services; and
 - Providing a resource for reproductive healthcare rights education including a directory of service providers and ensuring local crisis pregnancy clinics display factual signage and share accurate information about their services; and
 - Actions other cities are taking across the country to support and protect choice and reproductive rights.
5. The Olympia City Council directs the Community Livability and Public Safety Committee to add the items in Section 4 to their 2023 and 2024 Work Plan.

PASSED BY THE OLYMPIA CITY COUNCIL this 12th day of July 2022.



MAYOR

ATTEST:



CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

RESOLUTION NO. M-2591

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON,
DECLARING THE CITY OF OLYMPIA A SANCTUARY CITY FOR LGBTQIA2S+ PEOPLE**

WHEREAS, the City of Olympia is committed to fostering a community where all individuals are treated with dignity, equity, and respect, regardless of sexual orientation, gender identity, or gender expression; and

WHEREAS, LGBTQIA2S+ individuals face ongoing discrimination, violence, and systemic barriers that threaten their safety, well-being, and human rights; and

WHEREAS, transgender and non-binary people in particular have been vilified in political advertisements and Project 2025 outlines further plans to remove established rights and criminalize the existence of transgender people; and

WHEREAS, across the country there continues to be legislation enacted that targets LGBTQIA2S+ communities, threatening access to healthcare, education, and protections under the law; and

WHEREAS, the City of Olympia recognizes the inherent worth and equal rights of all people, including LGBTQIA2S+ individuals, and seeks to provide a safe and welcoming environment for those who reside in or visit our city; and

WHEREAS, as a sanctuary city, Olympia commits to protecting and advocating for the rights of LGBTQIA2S+ individuals by rejecting policies and actions that promote discrimination, harm, or inequality, and embraces and supports Washington's Law Against Discrimination, Chapter 49.60 RCW;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE as follows:

1. The City of Olympia expands its Sanctuary City commitment to include LGBTQIA2S+ people; affirming its commitment to ensuring that all individuals, regardless of sexual orientation or gender identity, feel safe and supported.
2. The City of Olympia strongly believes in and affirms the right of individuals to:
 - a. Seek, obtain, provide, or facilitate gender-affirming care that is legal in Washington State or in other states where it would be legal had it occurred in Washington State;
 - b. Engage in speech or expression supporting LGBTQIA2S+ people; including but not limited to disseminating books and literature, holding discussions, and drag or other performances;

- c. To embrace and express their own authentic gender and sexuality and to define what gender and family means to them; including but not limited to dress and appearance, structuring a family unit that works best for them, and sharing LGBTQIA2S+ positive values with their children; and
 - d. To define their own gender and sex with or without regard to biological sex assigned at birth.
- 3. No City of Olympia resources, including, but not limited to, City property or time spent while on duty by a covered employee, shall be used for investigation, assisting an investigation, or detention of an individual on the basis of exercising their rights identified in section 2:
 - a. In the event any law or regulation is passed in the State of Washington which imposes criminal punishment, civil liability, administrative penalties, or professional sanctions, on an individual or organization exercising their rights identified in section 2, City personnel shall make enforcement of said law or regulation their lowest enforcement priority.
- 4. Whenever the City collects or disseminates information about an individual or individual's sex or gender, it will be without regard to biological sex assigned at birth. The City will not collect or disseminate information about sex assigned at birth, unless related to a criminal investigation of a violation of Washington State law.
- 5. The City will actively oppose legislation or actions at the state or federal level that threaten the rights, safety, or dignity of LGBTQIA2S+ individuals.
- 6. The City commits to ongoing engagement and collaboration with local LGBTQIA2S+ community and cultural leaders to:
 - a. Reduce barriers to accessing resources and support for LGBTQIA2S+ individuals and organizations;
 - b. Maintain LGBTQIA2S+ liaison officers within the police department to act as points of contact, advocate for community members, and build trust; and
 - c. Collaborate with local LGBTQIA2S+ community and cultural leaders, working closely with event organizers to ensure public safety while prioritizing the needs and well-being of participants and attendees.
- 7. The City shall conduct regular reviews of its policies, practices, and public services to ensure they are inclusive, equitable, and affirming for LGBTQIA2S+ individuals.
- 8. The City of Olympia will continue to celebrate and uplift the voices and contributions of LGBTQIA2S+ individuals through public events, education, and partnerships with local organizations.
- 9. If any section, sentence, clause, or phrase of this resolution is found to be unconstitutional or is otherwise held invalid by any court of competent jurisdiction, it shall not affect the validity of any remaining parts of this resolution.

BE IT FURTHER RESOLVED, that the City of Olympia reaffirms its commitment to diversity, inclusion, and justice, ensuring that all members of our community can live authentically and without fear of discrimination or harm.

PASSED BY THE OLYMPIA CITY COUNCIL this 28th day of January 2025.


MAYOR

ATTEST:

Sean Krier
CITY CLERK

APPROVED AS TO FORM:

Mark Barber
CITY ATTORNEY

POLICY 38

SANCTUARY CITY POLICY Added 11/25

SECTION INDEX:

- 1 Purpose
- 2 Application
- 3 Reference
- 4 Guidance
 - 4.1 Equal Access to Services
 - 4.2 Protection of Privacy and Confidentiality
 - 4.3 Non-Cooperation with Federal and/or Interstate Enforcement Use of City Resources to Assist in Enforcing Laws Under the Primary Jurisdiction of Other Entities
 - 4.4 Policy Review and Compliance
 - 4.5 Protection of Rights and Nondiscrimination
 - 4.6 Implementation
 - 4.7 Accountability

City of Olympia Employee Policy: Responsibilities and Expectations in a Sanctuary City

1.0 Purpose

The City of Olympia is committed to being a Sanctuary City for immigrants, LGBTQIA2S+ individuals, and for reproductive/gender-affirming healthcare rights. This policy outlines the responsibilities and expectations for all city employees to ensure that all staff, residents, and visitors receive equitable treatment, protection, and access to City of Olympia services regardless of immigration status, gender identity, sexual orientation, or reproductive/gender affirming healthcare choices.

2.0 Application

This Policy applies to all employees, interns, and volunteers. Specific Department policies, civil service rules, labor agreements, individual employment contracts, or memorandums of understanding may provide clarification or greater detail than this Policy. In all cases, if there is any question as to the administration, interpretation or specific provisions of any federal or state law, the actual federal or state law will be referred to and will form the minimum requirements of any decision made by the City regarding compliance. The City Manager's Office is designated authority for interpretation and execution of actions within this policy.

3.0 Reference

Washington State RCW [10.93.160](#) describes immigration and citizenship status and law enforcement agency restrictions.

Washington State RCW [9.02.100](#): Reproductive privacy—Public policy.

RCW [74.09.675](#): Gender-affirming care services—Prohibited discrimination.

City of Olympia [Policy 3](#): Discrimination and Harassment Prohibited

City of Olympia [Policy 20](#): Standards of Conduct

City of Olympia [Policy 22](#): Whistleblower Protection

City of Olympia [Policy 25](#): Workplace Violence

City Resolution M-1857: A Resolution of the City Council of the City of Olympia, Washington, Declaring the City of Olympia a Sanctuary City for immigrants and refugees

City Resolution M-2348: A Resolution of the City Council of the City of Olympia, Washington, Declaring the City of Olympia a Sanctuary City for reproductive health care and abortion services as permitted by Washington State law, and recognizing a woman's right to reproductive choice.

City Resolution M – 2591: A Resolution of the City Council of the City of Olympia, Washington, Declaring the City of Olympia a Sanctuary City for LGBTQIA2S+ people.

4.0 Guidance

The City shall refuse to implement or enforce any federal policies and/or directives that mandate discriminatory actions that violate state law or City of Olympia policy against:

- a. Immigrants, refugees and/or their children;
- b. Residents, staff and/or visitors who identify as LGBTQIA2S+;
- c. Those seeking or providing abortion care, and other reproductive and/or gender affirming health services.

Employees are prohibited from participating and using their City position or City resources in enforcement activities that conflict with this commitment unless such non-participation results in a violation of Washington State and/or federal law.

4.1. Equal Access to Services

City employees shall:

- Treat all individuals with dignity, respect, and fairness, regardless of immigration status, sexual orientation, gender identity, and/or reproductive and/or gender affirming healthcare decisions.
- Provide municipal services to all residents, regardless of immigration status, LGBTQIA2S+ identity, and/or reproductive and gender-affirming health care choices.
- Not deny access to City services to any individual based on their immigration status, LGBTQIA2S+ identity and/or reproductive and/or gender-affirming health care choices.

Act in a manner that reflects the City's commitment to sanctuary status in all activities connected with City employment and while using City resources and delivering City services.

4.2. Protection of Privacy and Confidentiality

Except as otherwise required or permitted by law, City employees, interns, and volunteers, shall:

- Not inquire about or disclose a person's immigration status, sex, LGBTQIA2S+ identity, and/or reproductive and/or gender affirming decisions or healthcare choices.
- Not use City time or resources to discuss with others or reveal private information about individuals seeking reproductive healthcare or identifying as LGBTQIA2S+.
- Be thoughtful in keeping the privacy and confidentiality of any known individual reproductive decisions, gender affirming decisions or healthcare choices of others. .

4.3. No Use of City Resources to Assist in Enforcing Laws Under the Primary Jurisdiction of Other Entities

City employees shall:

- Promptly communicate with a supervisor or the City Manager for transmittal to the City Attorney in an event a request is made to an on duty City employee by an outside agency, compliance with which, in the judgment of the City employee receiving such request, is contrary to or is in violation of Constitutional protections afforded to any person in Olympia. This includes the use of City time and/or resources to assist with federal civil immigration or enforcement. For example, requests:
 - Refrain, to the extent legally possible, from officially assisting or voluntarily with investigations, interrogations, or arrest procedures, public or clandestine, that are in violation of individuals' civil rights or civil liberties as specified in the United States Constitution, Washington State law and/or City Municipal code or employee policy.
 - To investigate, or assist in an investigating individuals who may be exercising their rights related to immigration, gender affirming care, or use of reproductive healthcare services of any kind.
- Not detain or arrest individuals based solely on immigration status, LGBTQIA2S+ identity, and/or reproductive/gender-affirming health care choices.
- Not enter into agreements to assist in federal immigration enforcement activities.
- Immediately report to the City Manager, who shall report to the City Council, to the extent not directly prohibited by law, any known investigative activities conducted on City of Olympia property or in City facilities related to federal civil immigration enforcement, gender affirming care, or use of reproductive healthcare services of any kind.

4.4. Policy Review and Compliance

- Employees shall receive appropriate training and have access to available resources to ensure understanding and implementation of the City's Sanctuary City policies.

4.5. Protection of Rights and Non-Discrimination

- The City of Olympia affirms its commitment to ensuring its policies for all residents, including refugees and immigrants, LGBTQIA2S+, and/or those seeking reproductive and/or gender-affirming health care, reflect its desire for all residents to feel safe and welcomed through the City's programs and services to the community.
- Any form of discrimination or harassment based on immigration status, LGBTQIA2S+ identity, and/or reproductive/gender-affirming health care choices will not be tolerated within city operations.

4.6. Implementation

All City of Olympia employees are expected to adhere to this policy in the performance of their duties. Department heads and supervisors shall ensure that staff are informed and trained on these expectations. As necessary, City employees shall work with community organizations and legal advocates to uphold and reinforce its status as a Sanctuary City

4.7. Accountability

Failure to comply with this policy may result in disciplinary action in accordance with the City's employment policies and procedures.

Revision history: New-June 2025

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413.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines to members of the Olympia Police Department relating to immigration laws and interacting with federal immigration officials (RCW 43.10.315).

413.2 DEFINITIONS

"Civil immigration warrant" means any warrant for a violation of federal civil immigration law issued by a federal immigration authority. A "civil immigration warrant" includes, but is not limited to, administrative warrants entered in the National Crime Information Center database, warrants issued on Immigration and Customs Enforcement (ICE) Form I-200 (Warrant for Arrest of Alien), Form I-205 (ICE Administrative Warrant), or prior or subsequent versions of those forms, which are not court orders.

"Court order" and **"judicial warrant"** mean a directive issued by a judge or magistrate under the authority of Article III of the United States Constitution or Article IV of the Washington Constitution. A "court order" includes, but is not limited to, judicially authorized warrants and judicially enforced subpoenas. Such orders and warrants do not include civil immigration warrants, or other administrative orders, warrants, or subpoenas that are not signed or enforced by a judge or magistrate.

"Federal immigration authority" means any on-duty officer, employee, or person otherwise paid by or acting as an agent of the United States (U.S.) Department of Homeland Security (DHS) including, but not limited to, its sub-agencies, Immigration and Customs Enforcement (ICE), Customs and Border Protection (CBP), U.S. Citizenship and Immigration Services (USCIS), and any present or future divisions thereof charged with immigration enforcement. "Federal immigration authority" includes, but is not limited to, the Enforcement & Removal Operations (ERO) and Homeland Security Investigations (HSI) of ICE, or any person or class of persons authorized to perform the functions of an immigration officer as defined in the Immigration and Nationality Act.

"Hold request" or **"immigration detainer request"** means a request from a federal immigration authority, without a court order, that a state or local law enforcement agency maintain custody of an individual beyond the time the individual would otherwise be eligible for release in order to facilitate transfer to a federal immigration authority. A "hold request" or "immigration detainer request" includes, but is not limited to, DHS Form I-247A (Immigration Detainer—Notice of Action) or prior or subsequent versions of form I-247. Detainers issued on ICE Form I-247 are not court orders.

"Immigration detention agreement" or **"IGSA"** means any contract, agreement, intergovernmental service agreement, or memorandum of understanding that permits a state or local law enforcement agency or officer to house or detain individuals for federal civil immigration violations.

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"Immigration or citizenship status" means such status as has been established to such individual under the Immigration and Nationality Act.

"Language services" includes, but is not limited to, translation, interpretation, training, or classes. **"Translation"** means written communication from one language to another while preserving the intent and essential meaning of the original text. **"Interpretation"** means transfer of an oral communication from one language to another.

"Law enforcement agency" or **"LEA"** means any agency of the state of Washington (state) or any agency of a city, county, special district, or other political subdivision of the state (local) that is a "general authority Washington law enforcement agency," as defined by RCW 10.93.020, or that is authorized to operate jails or maintain custody of individuals in jails; or to operate juvenile detention facilities or to maintain custody of individuals in juvenile detention facilities; or to monitor compliance with probation or parole conditions.

"Local government" means any governmental entity other than the state, federal agencies, or an operating system established under chapter 43.52 RCW. It includes, but is not limited to, cities, counties, school districts, and special purpose districts. It does not include sovereign tribal governments.

"Necessary to perform duties" means that, after following appropriate procedures to verify a course of action, no reasonably effective alternative appears to exist that would enable the performance of one's legal duties and obligations.

"Notification request" means a federal immigration authority's request for affirmative notification from a state or local law enforcement agency of an individual's release from the LEA's custody. "Notification request" includes, but is not limited to, oral or written requests, including DHS Form I-247A, Form I-247N, or prior or subsequent versions of those forms.

"Personal information" means names, date of birth, addresses, GPS [global positioning system] coordinates or location, telephone numbers, e-mail addresses, social media handles or screen names, Social Security numbers, driver's license numbers, parents' or affiliates' names, biometric data, or other personally identifiable information. "Personal information" does not include immigration or citizenship status.

"Physical custody of the department of corrections" means only those individuals detained in a state correctional facility but does not include minors detained pursuant to chapter 13.40 RCW, or individuals in community custody as defined in RCW 9.94A.030, including those serving a term of detention at a local LEA due to a community custody violation.

"T visa" is a temporary immigration benefit under 8 U.S.C. § 1101 (a)(15)(T), as further defined in RCW 7.98.010(1), that enables victims of a severe form of human trafficking and certain qualifying family members to remain in the United States for four years or longer if they have assisted law enforcement in an investigation or prosecution of human trafficking.

"U visa" is a temporary immigration benefit under 8 U.S.C. § 1101 (a)(15)(U), as further defined in RCW 7.98.010(1), that enables victims of certain crimes who have suffered mental or

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physical abuse and are helpful to law enforcement or government officials in the investigation or prosecution of criminal activity, and certain qualifying family members, to remain in the United States for four years or longer.

413.3 ARREST/DETENTION

413.3.1 IMMIGRATION ENFORCEMENT PROHIBITED

The Olympia Police Department does not engage in, or assist with, civil immigration enforcement.

413.3.2 IMMIGRATION HOLD/DETAIMENT

Officers shall not stop, detain, interrogate, or place an immigration hold on any person solely for the purpose of ascertaining immigration status or in any other way attempt to enforce federal immigration laws.

Officers shall not inquire into or collect information about an individual's immigration status, citizenship status, or place of birth, unless there is a connection between such information and an investigation into a violation of state or local criminal law.

A person shall not be held or detained any longer than is necessary to complete the normal processes in connection with a criminal charge or traffic violation for which the person was arrested. The time cannot be extended solely to allow ICE, CBP, or other immigration personnel enough time to respond.

If an officer needs the assistance of an interpreter because of a language barrier, they may use the "Language Line" or other department resources. ICE, CBP, or other immigration officials shall not be used.

Officers shall not provide a person's location to ICE, CBP, or other immigration personnel except under exigent circumstances that threaten officer or public safety, or as necessary for an investigation into a violation of state or local criminal law.

413.3.3 NCIC RETURNS INVOLVING U.S. IMMIGRATION AND CUSTOMS ENFORCEMENT (ICE)

Administrative warrants do not establish probable cause and shall not be the basis for an arrest.

If an officer receives a National Crime Information Center (NCIC) return showing a federal criminal arrest warrant, the officer shall immediately contact their supervisor to determine an appropriate course of action. The supervisor may authorize the ICE NCIC warrant arrest after they confirm that the warrant is a criminal warrant issued and signed by a U.S. District Court Judge or Magistrate for a U.S. code.

The supervisor must confirm each warrant with ICE, obtain a copy of the warrant, and answer the following questions to ensure the NCIC return is an actual criminal arrest warrant:

- (a) Is this a criminal warrant? NCIC returns should specify "Administrative Warrant" or "Criminal Warrant."

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- (b) What is the specific criminal charge? Pursuant to policy and court order, the Department does not enforce civil immigration laws. Therefore, any arrest on an ICE NCIC return must be based on an underlying charge for which the Department has authority to make such an arrest.
- (c) What citation to the U.S. code is listed?
- (d) Which U.S. District Court issued the warrant? Only a U.S. District Court can issue a federal criminal warrant. Is it signed by a U.S. District Court Judge or Magistrate? Only a U.S. District Court Judge or Magistrate can sign a federal criminal warrant. An Immigration Judge or an Administrative Law Judge is not a U.S. District Court Judge or Magistrate.

No communications with ICE during warrant confirmation shall include the location of the officer or individual in question. Officers shall not maintain or transfer custody of an individual if they learn that the NCIC return was not based on a criminal warrant signed by a US District Court Judge or Magistrate.

413.4 ENFORCEMENT OF FEDERAL IMMIGRATION LAW AND POLICIES PROHIBITED

The federal government, not the Olympia Police Department, has primary jurisdiction over the enforcement of federal immigration law. The Department recognizes that removal from the United States, including investigations and arrests made as part of that process, is a civil matter overseen by federal immigration authorities. The Department recognizes that unauthorized presence in the United States, standing alone, is not a violation of state or local law. The immigration or citizenship status of an individual or an individual's presence in, entry or reentry to, or employment in the United States alone is not subject to enforcement by the Department or its members. The Department shall presume any federal immigration authority acting on official duty to be engaged in immigration enforcement.

Members shall not engage or assist in civil immigration enforcement.

Department resources, including any individuals' personal information ascertained by the Department or its members, shall not be used or shared to assist in civil immigration enforcement.

Members shall complete the Department's mandatory training regarding immigration enforcement policies and procedures and compliance with all other requirements of RCW 10.93.160, which places restrictions on law enforcement action concerning immigration and citizenship status of individuals.

Members shall not initiate or participate in any law enforcement action based solely on an individual's immigration or citizenship status, or place of birth, or in any other way attempt to enforce or assist in the enforcement of federal civil immigration laws or policies.

Members shall not inquire about any person's immigration or citizenship status, or place of birth, unless the information is directly connected to the officer's investigation into a violation of state or local law.

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The Department's policies prohibiting participation or aid in immigration enforcement shall apply for enforcement activity against all persons.

Members shall not conduct investigations, interviews, questioning, take statements, or otherwise engage in similar contact with any individual in the presence, including within hearing distance, of any person engaged, or intending to engage, in immigration enforcement, including a known federal immigration authority, unless the person's presence is directly connected to the Department's investigation into a violation of state or local criminal law and necessary to perform the officer's duties.

Members shall not arrest, detain, take into custody, or otherwise hold any person solely to determine their citizenship or immigration status unless the information is directly connected to the officer's investigation into a violation of state or local law.

Civil immigration warrants, hold requests, and immigration detainer requests do not establish probable cause and shall not be the basis for any Olympia Police Officer to arrest, detain, or otherwise hold any person in custody.

If members receive a court order or judicial warrant authorizing any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, to assume custody of an in-custody individual, officers shall immediately contact their supervisor to determine the appropriate course of action.

Before authorizing any arrest, detention, or hold, a Lieutenant shall confirm that the federal criminal arrest warrant is issued and signed by a U.S. District Court Judge or Magistrate Judge authorizing the holding or detention of the individual by:

- (a) Obtaining a copy of the warrant
- (b) Identifying the criminal charge and citation to the federal law violation for which the warrant was issued
- (c) Identifying which U.S. District Court issued the warrant
- (d) Verifying that the warrant includes the correct date and location for detention, and
- (e) Confirming that a U.S. District Court Judge or Magistrate's signature is on the warrant

Members shall not disclose the location of the Olympia Police Officer or individual to any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, before or during the warrant confirmation process.

All requests for assistance by any person engaged, or intending to engage, in immigration enforcement, including federal immigration authority, whether oral or written, shall be directed to the Chief of Police or designee to determine an appropriate course of action.

Members shall not assist or participate in any joint operations, task forces, or any other activities that support or constitute immigration enforcement actions with any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, without prior approval, in writing, from the office of the Chief of Police or their designee.

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413.5 DATA COLLECTION PROHIBITED

Members shall not inquire about or request any documents or information from a person for the purpose of determining the person's immigration or citizenship status, or place of birth, unless the information is directly connected to the officer's investigation into a violation of state or local law.

Members processing fingerprint card or Automated Biometric Identification System (ABIS) submissions shall enter "Unknown" or "XX" for the fields addressing immigration, citizenship status and place of birth.

Members shall not take enforcement action or otherwise use immigration or citizenship status, or place of birth information, against crime victims or witnesses.

Members shall use the "Language Line" or other approved resources for any language services necessary to perform duties for the Department. members shall not utilize or accept language services from any person engaged in, or intending to engage, in immigration enforcement, including federal immigration authorities to include, but not limited to, ICE, CBP, or other immigration officials. Members shall presume that federal immigration authorities are engaged in immigration enforcement.

413.6 CONSULAR NOTIFICATION

Consular notification may be mandatory when certain foreign nationals are arrested, when explicitly requested by the foreign national. The Operations Support Lieutenant will ensure that the U.S. Department of State's list of countries and jurisdictions that require mandatory notification is readily available to members. There should also be a published list of foreign embassy and consulate telephone and fax numbers, as well as standardized notification forms that can be transmitted and then retained for documentation. Prominently displayed signs informing foreign nationals of their rights related to consular notification should be posted in areas used for the temporary detention of adults (e.g. holding cell), in several languages.

Upon request of the foreign national to contact their consulate, determine whether the foreign national's country is on the U.S. Department of State's mandatory list.

- (a) If the country is on the mandatory notification list, then:
 1. Notify the country's nearest embassy or consulate of the arrest or detention by email, fax or telephone without delay.
 2. Tell the individual that this notification has been made and inform them without delay that they may communicate with consular officers.
 3. Forward any communication from the individual to their consular officers without delay.
 4. Document all notifications to the embassy or consulate and attach the emailed or faxed notification and any delivery confirmation to the report.
- (b) If the country is not on the mandatory notification list and the individual requests that their consular offices be notified, then:

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1. Notify the country's nearest embassy or consulate of the arrest or detention by email, fax or telephone.
2. Forward any communication from the individual to their consular officers without delay.

413.7 RESPONDING TO REQUESTS FOR INFORMATION

Members shall not provide or disclose information in response to any notification request or other immigration enforcement related request for information regarding a person's release date from custody without a court order or judicial warrant, except that the Department shall provide all records as required by the Public Records Act, chapter 42.56 RCW, in response to any qualifying request.

If members receive a court order or judicial warrant that mandates the sharing of information regarding a person's immigration or citizenship status, members shall contact their supervisor.

The court order or judicial warrant will be forwarded to the records division through the employee's chain of command. Any member who shares or discloses a person's immigration or citizenship status to any person engaged, or intending to engage, in immigration enforcement, including a federal immigration authority, shall immediately notify the Chief of Police or designee of the information provided, reason for sharing said information, and identity of the person and agency to whom the information was shared. Members shall not share, provide, or disclose personal information about any person to anyone engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, without a court order or judicial warrant requiring the information's disclosure, except that the Department shall provide all records as required under the Public Records Act, chapter 42.56 RCW. Public records requests shall be processed pursuant to Department procedures. Any member receiving a public records request shall forward the request to the records unit.

The Chief of Police or designee shall log all instances of members sharing any person's immigration or citizenship status with a person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, with the basis for sharing the information. The log shall be a public record and shall be made publicly available except that information may be redacted or withheld as permitted by the Public Records Act.

413.8 ACCESS TO PERSONS DETAINED OR IN CUSTODY

Members shall not permit anyone engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, to access any person held, detained, or in Department custody without obtaining the person's prior consent in writing, unless a court order or judicial warrant requiring such access is presented. Access to detainees for this purpose will only be granted during normal visiting hours.

To obtain written consent from a person held, detained, or in custody, prior to being interviewed by anyone engaged, or intending to engage, in immigration enforcement, including a federal

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immigration authority, the officer shall provide the person with an oral explanation and a written consent form that explains:

- (a) The purpose of the interview;
- (b) That the interview is voluntary;
- (c) That the person may decline to be interviewed and will not be punished or suffer retaliation for doing so; and
- (d) That the person may choose to be interviewed only with the person's attorney present.

Officers shall provide the oral explanation and consent form in a language understood by the person or by using an approved language service if the person is unable to read the form or if the form is not available in a language the person understands. The Department shall maintain copies of the consent form in English, Spanish, and any other language that the Department deems appropriate.

If a person chooses to be interviewed with their attorney present, officers shall help facilitate contact with the attorney. Members shall not proceed with permitting any interview to take place prior to the person's first court appearance and counsel has been retained, appointed, or the person has chosen to proceed pro se.

413.9 EQUAL TREATMENT FOR PERSONS HELD, DETAINED, OR IN CUSTODY

Persons held, detained, or otherwise in the custody of the Department are entitled to, and shall be provided, the same services, benefits, privileges, rights, opportunities, and resources regardless of their nationality, or immigration or citizenship status.

Members shall not deny or otherwise limit any person held, detained, or otherwise in Department custody such services, benefits, privileges, rights, opportunities, or resources based on any civil immigration warrant, hold request, immigration detainer request, notification request, administrative subpoena or similar request by a person engaged, or intending to engage, in immigration enforcement, including a federal immigration authority, or indication of the person's nationality, immigration or citizenship status.

Members shall not transfer custody of any person held, detained, or otherwise in the custody of the Department to any person engaged, or intending to engage, in immigration enforcement, including a federal immigration authority, without court order or judicial warrant. If presented with such an order by a person engaged, or intending to engage, in immigration enforcement, including by a federal immigration authority, to take custody of a person in Department custody, members shall immediately contact their supervisor to determine an appropriate course of action.

Before authorizing any transfer of custody, the supervisor shall consult with a Lieutenant and confirm that the court order is issued and signed by a U.S. District Court Judge or Magistrate Judge and authorizes the holding or detention of the individual by:

- (a) Obtaining a copy of the court order;
- (b) Confirming that a U.S. District Court Judge or Magistrate signed the court order;

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- (c) Confirming that the court order identifies the individual for whom the transfer of custody is sought by name; and
- (d) Verifying that the court order has a valid date or is not otherwise expired or previously executed.

Members shall not disclose the location of the individual to any person engaged in, or intending to engage in, immigration enforcement, including federal immigration authorities, before or during the process of confirming the court order.

The Department shall not deny or otherwise limit any person's social visitation solely on the basis of the person's inability to effectively communicate through video-visitation technology. The Department shall not collect immigration or citizenship status information of persons visiting an individual in Department custody and shall minimize collection of visitors' personal information to the extent necessary to perform duties of the Department. Members shall not disclose or otherwise share visitors' personal information with any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, absent a court order or judicial warrant for the information or approval by a district commander or designee.

413.10 CONTRACTS INVOLVING IMMIGRATION ENFORCEMENT

Members shall not enter into any contract, agreement, or other arrangement, whether written or oral, that would grant federal immigration enforcement authority or powers to the Department, including but not limited to, agreements created under 8 U.S.C. Sec. 1357(g), also known as 287(g) agreements under the Immigration and Naturalization Act.

All Department agreements to assist or participate in any joint operations, task forces, or other multi-jurisdictional activities shall include assurances that all other parties to those agreements shall not use or share department resources, including any individuals' personal information ascertained by the Department or its members, with any third parties or to support or engage in immigration enforcement activities.

The Department shall not be a party to any agreement, joint operation, task force, or other multi-jurisdictional activity with any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, without legally binding assurances, in writing and pre-approved by the Chief or designee, that no department resources, including any individuals' personal information ascertained by the Department or its members, shall be used to support or assist with civil immigration enforcement in any way.

Officers shall not assist or participate in any joint operations, task forces, or other activities that support or constitute immigration enforcement actions with any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, without prior approval, in writing, from the Chief or designee.

The Department shall not be a party to any immigration detention agreement, IGSA, or other arrangement with any person engaged, or intending to engage, in immigration enforcement,

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including federal immigration authorities, providing for detention of any person by Olympia Police Officers or using department resources for immigration enforcement purposes.

Members shall not be a party to any agreement or contract for language services, including translation, interpretation, training or classes, from any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, nor shall any language services be accepted by members from any person engaged, or intending to engage, in immigration enforcement, including a federal immigration authority, for free or otherwise. Members shall presume federal immigration authorities are engaged in immigration enforcement.

All Department agreements permitting access to department databases or information shall include legally binding assurances that all other parties to those agreements shall not use or share department information or database access with any third parties supporting or engaged in immigration enforcement activities.

413.11 U AND T VISA CERTIFICATIONS

U and T Visa certification requests under the Washington Safety and Access for Immigrant Victims Act, RCW 7.98.020, will be forwarded to the Investigations Unit Lieutenant.

The fact of any request for U or T Visa certification and any personal information submitted with such request shall not be disclosed or shared outside of the Department, department legal counsel, or the county prosecuting attorney without a court order or judicial warrant, or approval by a Deputy Chief unless expressly authorized, in writing, by the subject of the request or the subject's guardian, or as otherwise required by law.

The Investigations Unit Commander shall process U and T Visa certification requests within 90 days of receipt by the Department, except under circumstances requiring a shorter timeframe.

The Investigations Unit Commander shall review any U or T Visa certification request submitted to the Department in full and verify all information submitted in support of the certification request using existing department records, personal knowledge, or other available evidence. The Investigations Unit Commander may confer with department legal counsel and/or the county prosecuting attorney to determine whether certification by the department is proper.

Any U or T Visa certification request for a person in federal removal proceedings shall be immediately processed by the Lieutenant such that the certification, if approved, is executed within 14 days of the Department receiving the request.

U or T Visa certifications shall be expedited upon request for any person who will, or whose child(ren) will, reach age 21 before the 90-day processing deadline date and thus will otherwise lose their benefits. In any such instance, the Lieutenant shall execute the certification, if approved, no later than 14 days before the person or child turns 21 years old.

The Lieutenant shall complete required training on U and T Visa certifications and review the full instructions for completing U and T Visa certification forms on the Washington State Department of Commerce, Safety and Access for Immigrant Victims Program website.

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Olympia Police Officers shall not leverage U or T Visa certifications as a means to compel any victim or witness to cooperate with their investigations.

Response to Calls of Enforcement Action by Unknown or Masked Individuals

Effective Date: 08/25/2025

Purpose: To guide OPD commissioned members when responding to incidents potentially involving either legitimate federal immigration enforcement or individuals impersonating federal law enforcement. Officers will prioritize safety, peace, compliance with OPD policy, and state and federal law. In particular, officers are expected to be familiar with the Keep Washington Working Act. Officers must assess and determine whether criminal behavior is occurring.

Background: Federal immigration enforcement efforts in the community have raised concerns that individuals may impersonate federal officers to commit crimes. Legitimate federal officers may wear masks, use unmarked vehicles, and use generic gear while refusing to identify themselves, which is behavior that may be easily mimicked. In response to public concerns, 911 calls reporting abductions, disturbances, or suspicious activity may increase, leaving responding officers uncertain of whether they face legitimate officers or impostors.

Scope: This procedure applies to OPD responses where masked individuals are reported, and the legitimacy of their enforcement authority is unclear.

This procedure does not:

- authorize OPD to enforce immigration law; or
- authorize OPD to interfere with verified federal immigration officers.

Responsibility: All OPD Commissioned Members

Materials/Equipment Needed: Body Worn Cameras, Mobile Audio Video Systems, and Report-writing tools/equipment

Procedure:

1. Initial Response

- Respond to any reported suspicious or criminal activity, not to immigration concerns.
- Ensure you are clearly identified as a commissioned officer of the Olympia Police Department (e.g., OPD uniform). In addition, for officer safety, try to verbally confirm your status as an officer when approaching any purported immigration enforcement activity.
- Request an OPD supervisor if one has not already been dispatched.

- Assess and communicate any need for additional officers, as these incidents may require significant resources.
- Apply de-escalation principles with all present parties.

2. Identification, Assessment, and Law Enforcement Presence

- If individuals on scene appear to be engaged in enforcement but are not clearly identified, request credentials from them, a senior member, or a supervisor.
- If verified as federal immigration enforcement, OPD's role is strictly limited to:
 - Ensuring community and officer safety.
 - Taking only those actions necessary to protect individuals from physical harm and property damage.
 - Communicating respectfully with bystanders to clarify OPD's neutral role (that it is unlawful to assist/unlawful to interfere with civil immigration enforcement).
 - Remaining in the area until federal enforcement action has ceased, whenever feasible.
 - Write an incident report that includes the following information:
 - Name of the detained individual (if feasible)
 - Immigration officer's agency and badge or ID number
 - Witness statements
- Tag video evidence in Evidence.com

3. If Criminal Activity is Suspected or Confirmed

- Consistent with department training, policy, and procedures, take appropriate investigative and enforcement action if no legitimate federal enforcement activity is identified.

4. Notifications

- Notify a lieutenant as soon as feasible.