



Meeting Minutes

General Government Committee

City Hall
601 4th Avenue E
Olympia, WA 98501
Information: 360.753.8244

Friday, December 9, 2016

3:00 PM

Room 207

Special Meeting

1. CALL TO ORDER

The meeting was called to order at 3:05 p.m.

2. ROLL CALL

Present: 3 - Chair Jeannine Roe, Committee member Jessica Bateman and Committee member Clark Gilman

3. APPROVAL OF AGENDA

Item 5.D, Sanctuary City Resolution, was moved to the first topic on the agenda.

The agenda was approved as amended.

4. APPROVAL OF MINUTES

- 4.A [16-1362](#) Approval of October 26, 2017 General Government Committee Meeting Minutes

The minutes were approved.

5. COMMITTEE BUSINESS

- 5.A [16-1248](#) Public Safety/OPD Update

Lieutenant Paul Lower reviewed crime statistics from the last month. He discussed seasonal safety information and the work the Olympia Police Department (OPD) and volunteers are doing to keep citizens safe during shopping season.

Lt. Lower noted at the recent meeting of the International Association of Chiefs of Police, OPD was recognized for their communications work. In particular, many jurisdictions are replicating OPD's best practices regarding social media.

Lt. Lower gave a brief overview of the over 150 community events OPD participated in during 2016, including the LatinX Youth Summit, Cops for Kids, Walk and Roll, neighborhood meetings and a conversation cafe sponsored by the Black Alliance of Thurston County. He also announced an event in January to commemorate Melnic's upcoming retirement.

Committee members asked clarifying questions.

The report was received.

5.B [16-1205](#) Update on Welcome Center/ Downtown Ambassadors and Clean Team

Downtown Liaison Mark Rentfrow introduced Jim Wright of the Capital Recovery Center and Katherine Trahan of the Downtown Ambassadors.

Ms. Trahan gave a high-level overview of statistics related to the Downtown Welcome Center - hours, visitors, business checks, dispatch calls, and information requests. She discussed the work of the Clean Team; waste and leaf removal and pressure washing etc.

Committee members asked clarifying questions. It was decided updates from the Downtown Ambassadors should occur quarterly, on the same day the General Government Committee receives updates from OPD.

The report was received.

5.C [16-1361](#) Citizen Request Management (CRM) Project Update

IT Supervisor Melynda Schmitt gave an update of the Q-Alert system, also known as Oly Connects. The project, sponsored by Public Works, is primarily for citizens to have a mobile option to submit service requests to the City. The application also includes internal workflow and reporting functions.

Ms. Schmitt demonstrated the application and walked through the process requests go through when submitted. Once submitted, a request is then forwarded to the appropriate work area for assignment and completion; once the issue is resolved a notification is sent to the requester. She also described the Self Help section of the application where users can find answers to frequently asked questions regarding City Services.

Ms. Schmitt noted a soft launch of the application occurred on November 1 to help iron out any issues before the application is fully deployed to the public.

Committee members asked clarifying questions.

Chair Roe added that the City still needs a citizens correspondence tracking system. She commented the Citizen Request Management System is a great project but doesn't reflect what the General Government Committee wants.

The information was received.

5.D [16-1365](#) Sanctuary City Resolution

City Manager Steve Hall gave a brief overview of the draft sanctuary city resolution,

which makes it clear that all citizens should be treated with dignity and respect.

Committee member Bateman noted since the recent election community members have expressed fear and concern. She discussed the relevance of the resolution and the impacts of potential policies, particularly on students and young people in the community.

Committee member Bateman discussed her work drafting the resolution, which included meeting with stakeholders and the review of similar resolutions from Seattle and Winooski, Vermont.

Committee members discussed the draft resolution.

Members of the audience were invited to discuss the draft resolution. The following people spoke: Bob Ziegler, Lynn Nelson, Karrama Blackthorn and Eileen Yoshina.

Committee member Gilman moved, seconded by Committee member Bateman, to recommend a resolution declaring Olympia a sanctuary city to the Olympia City Council. The motion carried by the following vote:

Aye: 3 - Chair Roe, Committee member Bateman and Committee member Gilman

6. REPORTS AND UPDATES

Strategic Communications Director Kellie Purce Braseth gave a brief update on the status of the Boards and Commissions recruitment.

7. ADJOURNMENT

The meeting adjourned at 5:00 p.m.