



# Meeting Agenda

## Community Livability and Public Safety Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Information: 360.753.8499

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Wednesday, June 22, 2022

5:30 PM

Online and Via Phone

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Register to Attend:

[https://us02web.zoom.us/webinar/register/WN\\_NwHN8uRcRbCIW2-I5GbWqg](https://us02web.zoom.us/webinar/register/WN_NwHN8uRcRbCIW2-I5GbWqg)

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **APPROVAL OF AGENDA**

4. **PUBLIC COMMENT**

*(Estimated Time: 0-15 Minutes)*

*During this portion of the meeting, community members may address the Committee for up to two (2) minutes regarding the Committee's business meeting topics.*

5. **APPROVAL OF MINUTES**

- 5.A [22-0610](#) Approval of May 26, 2022 Community Livability and Public Safety Committee Minutes

Attachments: [Minutes](#)

6. **COMMITTEE BUSINESS**

- 6.A [22-0597](#) Olympia Downtown Alliance Downtown Projects Update

Attachments: [Scope of Work](#)

- 6.B [22-0603](#) Briefing on Body Worn Camera and In-Car Video System Community Feedback

Attachments: [Survey Summary](#)

- 6.C [22-0614](#) Discussion on Addressing Vacancies on the Police Use of Force Event Board

- 6.D [22-0613](#) Update on Advisory Board Recruitment Process

Attachments: [Advisory Committee Cycle](#)

7. **REPORTS AND UPDATES**

8. **ADJOURNMENT**

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

## **Community Livability and Public Safety Committee**

### **Approval of May 26, 2022 Community Livability and Public Safety Committee Minutes**

**Agenda Date:** 6/22/2022  
**Agenda Item Number:** 5.A  
**File Number:**22-0610

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

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**Title**

Approval of May 26, 2022 Community Livability and Public Safety Committee Minutes



# Meeting Minutes - Draft

## Community Livability and Public Safety Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Information: 360.753.8499

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Thursday, May 26, 2022

5:30 PM

Online and Via Phone

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### Special Meeting Register to Attend:

[https://us02web.zoom.us/webinar/register/WN\\_XicCv-MhQpiWV9BH2Exy8g](https://us02web.zoom.us/webinar/register/WN_XicCv-MhQpiWV9BH2Exy8g)

#### 1. CALL TO ORDER

Chair Payne called the meeting to order at 5:30 p.m.

#### 2. ROLL CALL

**Present:** 3 - Chair Dontae Payne, Committee member YẾN Huỳnh and Committee member Cheryl Selby

#### 3. APPROVAL OF AGENDA

The agenda was approved.

#### 4. PUBLIC COMMENT - None

#### 5. APPROVAL OF MINUTES

- 5.A [22-0527](#) Approval of May 11, 2022 Community Livability and Public Safety Committee Meeting Minutes

The minutes were approved.

#### 6. COMMITTEE BUSINESS

- 6.A [22-0540](#) Briefing on a Resolution Recognizing Injustice and Harm Against Black, Indigenous, People of Color, Transgender and Non-binary People and the Adoption of Policies and Actions to Protect Transgender and Non-binary Communities

Human Resources Director Linnaea Jablonski and Diversity Equity and Inclusion Manager Tobi Hill-meyer provided an update on Resolution M-120 recognizing injustice and harm against Black, Indigenous, People of Color, Transgender and Non-binary People and the adoption of policies and actions to protect transgender and non-binary communities.

Committee members asked clarifying questions.

**The discussion was completed.**

**6.B**     [22-0522](#)     Reimagining Public Safety Process Update

Strategic Planning and Performance Manager Stacey Ray presented an update on the Reimagining Public Safety process.

Committee members asked clarifying questions.

**The information was provided.**

**7.        REPORTS AND UPDATES - None**

**8.        ADJOURNMENT**

The meeting was adjourned at 6:57 p.m.



## Community Livability and Public Safety Committee

### Olympia Downtown Alliance Downtown Projects Update

**Agenda Date:** 6/22/2022  
**Agenda Item Number:** 6.A  
**File Number:** 22-0597

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

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#### **Title**

Olympia Downtown Alliance Downtown Projects Update

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Receive an Olympia Downtown Alliance Downtown Projects Update.

#### **Report**

##### **Issue:**

Whether to receive an update on the City's partnership with the Olympia Downtown Alliance related to several economic recovery actions in downtown Olympia.

##### **Staff Contact:**

Amy Buckler, Strategic Projects Manager, Economic Development, Office of Community Vitality,  
360.280.8947

Mike Reid, Economic Development Director, Office of Community Vitality, 360.480.9167

##### **Presenter(s):**

Amy Buckler, Strategic Projects Manager

Todd Cutts, Executive Director, Olympia Downtown Alliance

Desiree Freeland, Downtown Projects Manager, Olympia Downtown Alliance

##### **Background and Analysis:**

As part of the City of Olympia's commitment to support our community's economic recovery from the COVID-19 pandemic, the City entered into a partnership with the Olympia Downtown Alliance (ODA) to carry out several tasks associated with downtown Olympia's recovery and reopening. These tasks, which are described in the attached scope of work, include:

- Downtown Creative District Development and Implementation

- Downtown Business Recruitment & Retention Strategy
- Crime Prevention Through Environmental Design
- Re-Opening Campaign
- Placemaking Initiatives

At the meeting staff from the Olympia Downtown Alliance will provide an update about each item in the scope of work. The term of the contract which formalizes the partnership is July 2021 through December 2023.

**Neighborhood/Community Interests:**

Olympians place a high value on Downtown Olympia, as reflected in the City's Downtown Strategy, which was formed as the result of an extensive public engagement process in 2016-2017. The economic recovery tasks outlined forward several community priorities identified in the Downtown Strategy, including:

- R.4.E - Develop and promote arts, culture and heritage activities, particularly in the Art/Tech and Entertainment areas
- R.2.B - Conduct a business retention survey with local retail business owners
- R.1.C - Carry out ongoing Clean & Safe efforts in partnership with ODA and PBIA
- R.4.C - Support marketing efforts in partnership with the Olympia Downtown Alliance and others

The ODA recently released two community surveys related to their scope of work:

- One for the Creative District which received over 600 responses.
- The other for the Downtown Business Recruitment and Retention Strategy which received over 2,200 responses.

The results are currently being analyzed and presenters will provide highlights.

**Options:**

1. Receive the update.
2. Do not receive the update.
3. Receive the update at another time.

**Financial Impact:**

The City Council approved an Economic Recovery package on May 4, 2021. This included an allocation of \$200,000 for a Downtown Economic Recovery Partnership with the Olympia Downtown Alliance. The funding for this project comes from the Economic Development Reserves.

**Attachments:**

Scope of Work

**EXHIBIT “A”**  
**Scope of Work**  
**Downtown Economic Recovery**

**Task 1: Downtown Creative District Development and Implementation**

The creative economy was hit significantly hard during the CoVID pandemic. The City received a Creative District designation for the State in 2019. Part of the recovery effort will be focused on building and re-building this industry cluster through the growth and development of the Creative District.

Agency will coordinate initial phases of the development of the Creative District, building on the work already completed by the City. Effective execution of all work in this project requires active engagement with local arts organizations (specifically the Artspace Alliance), local area artists, downtown property owners, businesses, and commercial real estate professionals, and City of Olympia staff. The plan will include both near- and long-term implementation strategies and tactics for developing district identity and placemaking involving artists and creatives. The plan will also contemplate Creative District administrative options. Agency may be involved in this administration of the Creative District and these costs may be included in the scope. All tasks identified below are also intended to be applied to the Creative District.

**Task 2: Downtown Business Recruitment & Retention Strategy**

Agency will coordinate development of a Downtown Business Recruitment and Retention Strategy. The process will include, but not be limited to, engagement with the City, downtown property owners, businesses, and commercial real estate professionals. The work will include strategy and tactics for recruitment and retention of sectors including, but not limited to, retail, restaurants, and office tenants.

**Task 3: Crime Prevention Through Environmental Design**

Agency will coordinate projects that lead to Crime Prevention Through Environmental Design. This includes, but is not limited to, enhanced lighting levels, façade enhancement, or other design projects that serve to prevent or discourage crime. Costs for actual projects may be funded through this contract, but are not anticipated to be covered by this funding.

**Task 4: Re-Opening Campaign**

Agency will lead a campaign to “re-open” downtown with the goal of attracting customers and community members as we emerge from the impacts of the pandemic. These efforts may include expenses associated with marketing campaigns, special events, or other efforts that assist in the economic recovery of downtown.

**Task 5: Placemaking Initiatives**

The Alliance will brainstorm, plan, and coordinate placemaking initiatives in downtown. Placemaking can include, but is not limited to, public art, enhanced landscaping, or other amenities open to the public. Costs for actual projects may be funded through this contract, but are not anticipated to be covered by this funding.

Agency will provide quarterly invoices and reports to detail work and accomplishments for tasks.

FEE SCHEDULE	
Executive Director	\$50/hour
Project Manager	\$31.25/hour
Administrative Assistant	\$22/hr
Allowable expenses on a reimbursement basis	Based on subcontract or expenditure
<b>Not to Exceed \$200,000</b>	<b>\$100,000/year</b>





## Community Livability and Public Safety Committee

### Briefing on Body Worn Camera and In-Car Video System Community Feedback

**Agenda Date:** 6/22/2022  
**Agenda Item Number:** 6.B  
**File Number:** 22-0603

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

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#### **Title**

Briefing on Body Worn Camera and In-Car Video System Community Feedback

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Receive a briefing on feedback received from the Community regarding body worn cameras and in-car video systems.

#### **Report**

##### **Issue:**

Whether to receive a briefing on feedback received from the Community regarding body worn cameras and in-car video systems.

##### **Staff Contact:**

Rich Allen, Interim Police Chief, Olympia Police Department, 360.753.8147

##### **Presenter(s):**

Rich Allen, Interim Police Chief, Olympia Police Department  
Brandon Hawes, Senior Sales Manager, Inside Sales, Axon Enterprise, Inc.  
Michele McDonald, Customer Success Manager, Axon Enterprise, Inc.

##### **Background and Analysis:**

The Olympia Police Department (OPD) is developing a policy to govern the use of body-worn cameras/in-car video systems and the management of collected video/audio content. The policy will reflect industry best practice, current State law, and recommendations from the City of Olympia Police Auditor.

As part of the policy development process, the Department requested feedback from the community to ensure implementation is equitable, inclusive and addresses the needs and concerns of the community.

Community input was collected through a community-wide survey on the City's website. Chief Allen will review the feedback and explain how the information will be utilized. A brief demonstration of the cameras will also be provided.

**Neighborhood/Community Interests (if known):**

The community has an expectation of police transparency and accountability.

**Options:**

1. Receive the report.
2. Do not receive the report.
3. Receive the report at another time

**Financial Impact:**

On December 14, 2021, the City Council appropriated \$1.1 million of the \$10 million it received from the American Rescue Plan Act of 2021 to implement body-worn cameras and in-car video systems.

**Attachments:**

Survey Summary

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## BODY CAMERA SURVEY RESULTS

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### Overview

In August 2022, the Olympia Police Department will launch the use of body-worn cameras on all its officers, followed by in-car video systems in mid-2023. The purpose of this change is to increase transparency, enhance accountability and capture opportunities for officers to learn and improve.

The Olympia City Council, OPD, and community members have long supported the implementation of body-worn cameras, and had already been taking steps to understand the legal, funding, privacy, and other considerations associated with incorporating the technology.

State legislation enacted last year (HB 1223), combined with new funding made available by City Council have made it possible to move forward.

In preparation for integrating cameras into the Department, OPD is developing a policy to govern the use of the cameras and the management of collected video and audio content. The policy will reflect state legislative requirements, industry best practices, community input, and recommendations from the City of Olympia Police Auditor.

As part of the policy development process, the Department requested input from the community to ensure implementation of body-worn and in-car cameras is equitable, inclusive, and addresses the needs and concerns of our community.

### Input Collection

Community input was collected through a community-wide survey on the City's *Engage Olympia* website. The Department designed the survey specifically to educate community members about body-worn and in-car cameras, and seek input on areas in which the City has influence or flexibility in how the newly adopted state legislation is enacted.

- The survey was launched May 11, and closed May 25, 2022.
- 114 responses were received.

The survey included the following four questions:

**Question 1:** Are there other circumstances when the City might consider waiving the redaction fee?

**Question 2:** Are there other concerns or questions that OPD should be considering in implementing body-worn and in-car camera systems?

**Question 3:** Are there other populations in our community or other circumstances we should consider where OPD should take extra care or use additional methods to inform someone that they are being recorded?

**Question 4:** In general, what questions might you have about implementing body-worn cameras and/or what information about the implementation might be important to share with the community?

## High-Level Summary of Community Input

The following is a high-level summary of the input collected from responses to the community-wide survey through May 25.

- It's important to recognize that this update is only meant to provide a window into what has been submitted.
- Items below are listed in alphabetical order and do not reflect intensity or weight.
- As much as possible, the input is presented in the words used by survey respondents; however, not all individual comments are reflected here.

### Summary of Survey Responses

**Question 1:** Are there other circumstances when the City might consider waiving the redaction fee?

- After large scale disturbances/protests.
- Establish a fee support structure that ensures timely and cost-effective redactions.
- For boards, commissions and other organizations investigating alleged police misconduct.
- For low income individuals.
- For members of the press, ACLU, and research organizations.
- For persons and/or their representatives (family members, attorneys, therapists, health care providers, insurance agents, etc.) who are directly involved in an incident or in a civil case associated with an incident.
- For State commissions and non-profit organizations representing marginalized groups and/or promoting social justice and civil rights.
- Never charge a fee.
- When a person in the recording is not directly involved in an incident (bystander).

**Question 2:** Are there other concerns or questions that OPD should be considering in implementing body-worn and in-car camera systems?

- Consider how long and how much footage should be held, and who should have access to the footage.
- Consider the full scope of privacy protections for citizens – especially minors, people in abusive situations, mental health/addiction crises, and/or compromising positions.
- Don't release recordings to the public until after the incident is settled in court.
- For safety reasons, camera recordings of victims and witnesses should not be released to the public without permission.
- Have consequences for officers turning off, disabling or obscuring cameras.
- Inform those being recorded, using both deaf and spoken language interpretation.
- Redact sensitive HIPPA information on EMS/Fire calls.

**Question 3:** Are there other populations in our community or other circumstances we should consider where OPD should take extra care or use additional methods to inform someone that they are being recorded?

- Contact parents or caregivers when dealing with minors or people with mental disabilities.
- Every interaction between police and the public should be recorded, and every interaction should start with police explaining that they are being recorded using multiple methods.

- Extra care should be used when entering homes, private businesses, and/or private areas.
- Extra care should be used with minors, the elderly, BIPOC, neurodivergent, disabled, unhoused, and those under the influence.
- Extra care should be used with victims of accidents, domestic abuse, sexual assault, violence
- In high-stress, trauma situations, people may not be able to hear or understand a notice that they are being recorded.
- Informing a community member they are being recorded should not be prioritized in cases that would jeopardize the safety of community members or law enforcement officers.
- Make a broad, blanket public notice via the media that all police interactions will be recorded.
- Notification is not the same as asking permission. OPD is not asking permission, and the notification should make this clear.

**Question 4:** In general, what questions might you have about implementing body-worn cameras and/or what information about the implementation might be important to share with the community?

- Are there any circumstances when camera footage will be kept from the public?
- How long will footage be stored before it is deleted?
- How strict will the activation/deactivation policies be enforced?
- How will you handle egregious and abusive uses of the Public Disclosure Act to gain access to videos that individuals/groups have no relation or relevance to the event?
- What activity/services will be dropped to account for the staffing time needed to process video requests?
- What are the layers of security to protect footage?
- When police are in operation and cameras are activated, how is patient HIPPA information being protected under EMS/fire/hospital settings?
- Who has access to view or delete recordings?

## What We Are Hearing

There are four general themes that cut across all questions to varying degrees. They are listed in random order and do not reflect intensity of experiences, perceptions, or responses.

1. Concerns about privacy
2. Questions and concerns about video and audio recordings and public disclosure requirements.
3. Protecting minors and members of marginalized communities, including Black, Indigenous, People of Color, individuals with disabilities, and others.
4. Officer accountability for turning off, obstructing, or disabling cameras.

## Potentially Actionable Items

Listed below are potentially actionable items that were specifically noted by survey respondents. These items are shared here as informational and may or may not be able to be acted upon or integrated into the final Department policy.

- Have cameras be clearly visible, and make it obvious when they are recording.
- Have easily interpreted picture cards, signs, decals, etc., available for those who are hearing impaired, non-vocal, or are non-English speakers.

- Have written information available in various translations.
- Officers should learn to say "this is being recorded" in the most frequent languages/ASL.
- Make the process for obtaining body-worn camera footage clear and readily available.
- Share positive stories about the use of body cameras.
- Create a dashboard showing the reasons why cameras were turned off, frequency, and duration.
- Provide regular reports on redaction fees and fee waivers to ensure transparency.
- Have an independent study track the usefulness of cameras with attention to civil rights concerns.
- Have a non-partisan panel review the first year's experience and offer suggestions for improvement.



## Community Livability and Public Safety Committee

### Discussion on Addressing Vacancies on the Police Use of Force Event Board

**Agenda Date:** 6/22/2022  
**Agenda Item Number:** 6.C  
**File Number:** 22-0614

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

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#### **Title**

Discussion on Addressing Vacancies on the Police Use of Force Event Board

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Discuss approaches to filling current vacancies on the Police Use of Force Event Board.

#### **Report**

##### **Issue:**

Whether to discuss approaches to filling current vacancies on the Police Use of Force Event Board.

##### **Staff Contact:**

Kellie Purce Braseth, Strategic Communications Director, City Manager's Office, 360.753.8361

##### **Presenter(s):**

Kellie Purce Braseth, Strategic Communications Director

#### **Background and Analysis:**

Initiative 940 requires that where the use of deadly force by a peace officer results in death, substantial bodily harm, or great bodily harm an independent investigation must be completed to help determine if the use of force met the appropriate good faith standard. The law also requires the formation of Independent Investigative Teams (IIT) to conduct investigations of police deadly force incidents. The IIT must include at least two non-law enforcement community representatives who operate completely independent of any involved agency.

To ensure the non-law enforcement community representatives are independent of any involved agency, City Council approved that the recruitment of Olympia's community representatives be conducted through the General Government Committee's (now the Community Livability and Public Safety Committee's) regular boards and commissions recruitment process.

In October 2020, the then General Government Committee interviewed applicants to recommend a pool of six community representatives on the Police Use of Force Event Board.

In recent months, two members of the pool stepped down from the board, reducing the membership of the board by a third. The Community Livability and Public Safety Committee holds responsibility for the recruitment process to fill vacancies on Council-appointed boards and commissions.

**Neighborhood/Community Interest (if known):**

The community is interested in ensuring that the City's law enforcement work is done with transparency and accountability.

**Options:**

1. Discuss approaches to filling current vacancies on the Police Use of Force Event Board.
2. Do not discuss approaches to filling current vacancies on the Police Use of Force Event Board.

**Financial Impact:**

There is no financial impact related to this discussion.

**Attachments:**

None





## Community Livability and Public Safety Committee

### Update on Advisory Board Recruitment Process

**Agenda Date:** 6/22/2022  
**Agenda Item Number:** 6.D  
**File Number:** 22-0613

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

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#### **Title**

Update on Advisory Board Recruitment Process

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Receive the update on the recruitment for 2023 Advisory Board members and provide guidance.

#### **Report**

##### **Issue:**

Whether to receive an update on the 2023 Advisory Board recruitment process

##### **Staff Contact:**

Kellie Purce Braseth, Strategic communications Director, City Manager's Office, 360.753.8361

##### **Presenter(s):**

Kellie Purce Braseth, Strategic communications Director

#### **Background and Analysis:**

Section 4.2 of the Olympia Municipal Code states that the General Government Committee (now known as the Community Livability and Public Safety Committee), *on behalf of the entire Council, accepts applications annually at a time specified by the committee, and makes appointment recommendations to the full City Council following review of applications and personal interviews with qualified candidates. The Committee will establish the procedures for public notification of advisory committee openings and the method for individuals to apply for appointment consideration.* In keeping with the Code, each year the Community Livability and Public Safety Committee interviews candidates for vacant seats on the City's Advisory Boards and Commissions and forwards recommendations to the City Council.

Staff will update the Committee on the 2023 Advisory Board recruitment cycle, specifically addressing:

- Confirmation of the recruitment timeline and approaches
- Review of 2023 expiring terms
- Recruitment of soon-to-be-established Cultural Access Program Advisory Committee

**Neighborhood/Community Interests (if known):**

Advisory boards and commissions provide structured ways for community members to share their opinions and perspectives, study issues, and provide advice to the Olympia City Council.

**Options:**

1. Receive the update on the recruitment for 2023 Advisory Board members and provide guidance.
2. Receive the update on the recruitment for 2023 Advisory Board members and provide guidance.

**Financial Impact:**

There is no financial impact related to this discussion

**Attachments:**

Advisory Committee Cycle

