



Meeting Minutes

General Government Committee

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

Wednesday, July 22, 2020

5:00 PM

Online and via phone

Register to attend:

https://us02web.zoom.us/webinar/register/WN_kxmilkroQCGgX0wMIH2OjQ

1. CALL TO ORDER

Chair Rollins called the meeting to order at 5:00 p.m.

2. ROLL CALL

Present: 3 - Chair Renata Rollins, Committee member Dani Madrone and Committee member Clark Gilman

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT - None

5. APPROVAL OF MINUTES

- 5.A** [20-0578](#) Approval of May 14, 2020 General Government Committee Meeting Minutes

The minutes were approved.

- 5.B** [20-0579](#) Approval of June 10, 2020 General Government Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

- 6.A** [20-0565](#) Discuss Process and Options for Forming a City of Olympia Human Rights Commission

Equity and Inclusion Coordinator Olivia Salazar de Breaux and Strategic Planning and Performance Manager Stacey Ray, presented options to consider regarding the process of forming a human rights commission. The City Council forwarded to the General Government Committee a referral to develop a process to scope and create a Human Rights Commission.

Ms. Salazar de Breaux and Ms. Ray presented the following approaches for the Committee to consider.

The Traditional Approach follows the current boards and commissions recruitment process to identify and appoint members. The General Government Committee accepts applications, interviews applicants, and forwards appointment recommendations to the full City Council for approval.

The Participatory Leadership Approach includes hosting community conversations and focus groups to collaborate with a broad range of community members, particularly those who are most impacted by systemic racism, to contribute to forming the commission's make-up, mission, and responsibilities.

The Hybrid approach combines the traditional approach with greater community engagement. Half the commission members are appointed by the City Council, who then hold a participatory leadership process to inform the commission's role to identify members to fill the remaining positions.

Committee members asked clarifying questions.

Committee member Gilman moved, seconded by Committee member Madrone, to recommend to the full City Council to direct staff to utilize a Participatory Leadership approach to develop a Social Justice & Equity Commission. The motion carried by the following vote:

Aye: 3 - Chair Rollins, Committee member Madrone and Committee member Gilman

6.B [20-0561](#) Discussion of Process and Timeline for Hiring a Police Auditor

Assistant City Manager Debbie Sullivan shared background on the history of a Police Auditor in Olympia. She also reviewed Ordinance No. 6220 that outlines the qualifications, duties & responsibilities, reporting, confidentiality and independence of the Police Auditor.

She shared three options and timelines for hiring the police auditor:

Launch hiring process under existing Ordinance No. 6220.

Amend Ordinance No. 6220 based on Council feedback and hire upon adoption.

Amend Ordinance informed by community feedback and hire upon adoption by Council.

Option 1 would allow the launch of the hiring process immediately. Options 2 and 3 would require more time in order to amend the ordinance and for option 3 to design a more extensive public process to get input from the community.

Committee members asked clarifying questions.

Committee member Madrone moved, seconded by Committee member Gilman, to recommend to the full City Council to direct staff to launch the

hiring process for a Police Auditor under the existing Ordinance No. 6220.**The motion carried by the following vote:**

Aye: 3 - Chair Rollins, Committee member Madrone and Committee member Gilman

6.C [20-0563](#) Initiative 940 Implementation Update

Interim Deputy Chief Police Rich Allen gave an overview of the Law Enforcement Training and Community Security Act (LETCSA), which has two components: Officer Training, and Officer Involved Critical Incident Investigations.

Per RCW 10.114.011, a deadly use of force investigation must be completely independent of the agency whose officer was involved in the use of deadly force. An Officer Involved Critical Incident Investigations Team (OICT) comprised of community representatives and trained investigators must be used for the investigations. Community representatives will participate in the vetting process for investigative team members; review conflict of interest statements at the onset of investigation; be present during any briefing the Chief receives from the investigative team; have access to the investigative file it's completed and will be provided copies of all press releases prior to publication.

The Criminal Justice Training Commission (CJTC) has several areas they need to define. including publishing "Best Practices" annually; develop and issue a "Qualified Lead Investigator Certificate; develop LETCSA Violence De-escalation and mental health training class; and create "Conflict of Interest" assessment tool/survey.

The General Government Committee is charged with the selection of six community members to comprise to service on the OICT.

Committee members asked clarifying questions.

Committee members discussed the recruitment process and adding questions to the standard Boards & Commissions application. They asked staff to develop questions regarding an applicant's lived experience, their definition of implicit bias and how they see it in themselves and the community. The application will also explain the work of the Committee requires a background check and confidentiality agreement and that if appointed the applicant could be reviewing sensitive information that potentially depicts emergency situations and violence.

The Committee agreed to have the application open from August 17 - September 11, 2020 and discuss the applications at the September 23 General Government Committee meeting. Special meeting dates will be scheduled for the interviews of applicants to occur. The recommended appointments will be forwarded to the full City Council for approval at their October 20 business meeting. Ultimately, the terms for those appointed will be three years, however initially the terms will be staggered, where three applicants will be appointed for three-year terms and two applicants will be appointed to two-year

terms. After the initial appointments, reappointments will be folded into the regular yearly Boards & Commissions recruitment process.

The discussion was completed.

6.D 20-0580 Update on Advisory Board Recruitment Process

Strategic Communications Director Kellie Purce Braseth gave an overview of the upcoming vacancies and recruitment calendar for the Boards & Commissions. The Committee discussed recommending to Council extending current appointments for a year, to examine equity in the recruitment process. This would move forward to Council for approval in October 2020.

Committee member Rollins moved, seconded by Committee member Gilman, to recommend to the full City Council to extend the current Boards & Commissions appointments by one year. The motion carried by the following vote:

Aye: 3 - Chair Rollins, Committee member Madrone and Committee member Gilman

6.E [20-0570](#) Mid-Year Retreat Agenda Scoping

City Manager Jay Burney discussed the upcoming mid-year retreat of the City Council. Committee members discussed the date, time, location, facilitator and agenda. The Committee agreed to forward to the full City Council approval of a recommendation to hold the retreat on August 15 from 9 - 3 p.m. in City Council Chambers with Nancy Campbell facilitating.

The suggested agenda topics are COVID-19 lessons learned; work ahead on Racial Justice and City led reforms; and relationship grounding. The meeting will be held as a hybrid online and in person meeting due to COVID-19 restrictions. The Committee also discussed having a Study session shortly after the retreat on the topic of Racial Justice and actions to create a more just community.

The recommendation was received and will be forwarded to the City Council for approval.

7. REPORTS AND UPDATES

Ms. Purce Braseth discussed updating the Committee's work plan. She suggested regarding public safety updates that this be expanded to not only include Police, but also Fire and other groups that fall under the public safety category. The updates can be modeled after the Finance Committee's Budget Snapshots they receive at each meeting. Ms. Purce Braseth will develop a schedule and bring it back to the Committee.

8. ADJOURNMENT

The meeting adjourned at 7:38 p.m.