

**City of Kennewick
Diversity Commission
January 25, 2017
Meeting Minutes**

1. ATTENDANCE

Zelma Jackson-Maine, Chairperson, called the meeting to order at 6:31 pm.

Commission and Staff Present: Clarence Hill, Ed Frost, Uby Creek, Nichole Banegas, Brenda Still, Zelma Jackson-Maine, Jackie Aman, Evelyn Lusignan, and Marie Mosley.

2. ACTION ITEMS

- A motion was made by Chairperson Jackson-Maine and seconded by Vice Chairperson Creek to approve the 11/9/16 meeting minutes. The minutes were unanimously approved.
- It was decided to prepare a survey using Survey Monkey and provide the opportunity to respond to as many Kennewick citizens as possible. This survey link will be prepared in top identified languages and be distributed via:
 - City Utility Bills
 - Social Media
 - Media Promotion
 - Key Contact Groups
 - Next Generation
- This survey will also be available electronically at our future Open Houses
- The commission agreed to come prepared with the questions they would like on this survey to the next meeting.

3. DISCUSSION ITEMS

- Desired Outcomes:
 - Demographics
 - Understanding and knowledge – to have the information to formulate recommendations to Council
 - Opportunity to listen
 - Engage community
 - Understand the status of the community in relation to the cultural behaviors - character traits identified

- **Outreach Audiences:**
 - **Offer opportunity**
 - **Utilize key contacts/gatekeepers for various groups**
 - **Well-advertised public meetings**
 - **Generational approach**

Next Meeting February 15th.

Meeting adjourned at 8:33 pm.

**Jackie Aman
Executive Assistant**