



# Equity Subcommittee

Tuesday, February 4 2025

9:30-11am

City Hall Lobby, RM Tribal Room

[Meeting Link](#)

+1 323-618-1887

Phone Conference ID: 902 467 303#

**TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE**

## Land Acknowledgment & Welcome

9:30 [Land Acknowledgement](#), attendance

9:35 Approve December, January Minutes

## Subcommittee Briefing Session:

9:40	Communicating and Engaging with Council and Administration	Lisa Gardner Erin Hut
10:10	East Central Police Precinct	CP Wilkerson
10:20	Council President -Connecting with Equity SC	CP Wilkerson
10:40	Potential Joint Meeting with SHRC	Sarah Dixit
10:50	Recruitment	

## Standing Update(s):

	Council Liaison Update	CM Navarrete
	Share successes in life, work, or advancing equity	
	Recruitment	

## 11:00 Adjournment

- Next Equity Subcommittee Meeting, March 4, at 9:30am, City Hall, Tribal Room (1<sup>st</sup> floor)

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509-625-6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mlovmaster@spokanecity.org](mailto:mlovmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

**EQUITY SUBCOMMITTEE MINUTES**  
**City of Spokane**  
**Equity Subcommittee**  
**City Hall – Tribal Conference Room**  
**12/03/24**

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**Call to Order:** 9:36am

**Attendance**

Subcommittee Members Present:

Sarah Dixit, Stephane Courtney, KJ January, Jesus Torres, Tyler Tamoush, Jacky Garcia (filling in for Ana Trusty), Wendy Schatz, John Alder

Staff Present:

CM Lili Navarrete, Alex Gibilisco, Andres Grageda, Danielle Groth, Katie Anderson, Ginny Ramos(10:04am)

Others Present: Ana Pearson

**Approval of Minutes**

- Voted to Approve November Minutes

**Agenda Items**

**Briefing Items**

1. Restorative Justice Assessment – Danielle Groth

- No Action Taken, Discussion Only
  - A theory of justice that focuses on the harm caused by the crime and wrongdoing to people, relationships and community.
  - There are currently five courts under Spokane’s Therapeutic Court umbrella:
    - Community Court
    - Domestic Violence Intervention Treatment Court
    - DUI Court
    - Mental Health Court
    - Veteran’s Court
    - Drug Court (recently funded to start)
  - Step One: Rebuild
    - Increase full time staff to assist with the current case load and provide for a more proactive approach to case management
  - Step Two: Community Engagement

- Social media plan
- Grassroots partnership (Building Restorative Communities)
- Step Three: Expansion
  - Police Engagement and Crisis Response Unit
  - Creation of new courts
    - Juvenile Court
    - Restorative Court

2. Work Groups/Policy Response – All

- No Action Taken, Discussion Only
  - The process is currently laid out in our bylaws:

Criteria for Department Work to be Brought to the Committee

*\*Please check with ES staff manager to if confirmation of this unlikelihood is required.*



- What is the “menu” of options that the ES offers to people who want our feedback?

3. Equity SC Website Review/What Information is Needed? – All – Alex Gibilisco

- No Action Taken, Discussion Only
  - List ways in which the community can engage with local Gov.
  - Add letters of support/disapproval to demonstrate our values

Standing Updates

1. Council Liaison Update – CM Navarrete
2. Share Successes in life, work or advancing equity
3. Recruitment

Adjournment

The meeting adjourned at 11:00am.

Next Equity Subcommittee Meeting, January 7<sup>th</sup>, at 9:30am, City Hall, Tribal Room (1<sup>st</sup> floor)

Prepared by:

Andres Grageda, Assistant to CM Navarrete

Approved by:

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Sarah Dixit  
Equity Subcommittee Chair

**EQUITY SUBCOMMITTEE MINUTES**  
**City of Spokane**  
**Equity Subcommittee**  
**City Hall – Tribal Conference Room**  
**01/07/25**

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**Call to Order:** 9:38am

**Attendance**

Subcommittee Members Present:

Sarah Dixit, KJ January, Jacky Garcia (filling in for Ana Trusty), Wendy Schatz, John Alder

Staff Present:

CM Lili Navarrete, Alex Gibilisco, Andres Grageda, Chris Wright, Giacobbe Byrd

Others Present:

**Approval of Minutes**

- No quorum to approve December minutes

**Agenda Items**

**Briefing Items**

1. Civil Rights Complaints, Stats and Process Update – Jerrall Haynes
  - Postponed due to illness
  
2. Changes to Council Bylaws and Committee Assignments – Giacobbe Byrd, Chris Wright
  - No Action Taken, Discussion Only
    - Significant Changes
      - Public testimony allowed at committee meetings for items on that agenda (2 min total per person, up to 15 individuals)
  
      - Public testimony remains at 2 minutes for open forum. Two minutes will also be given for public testimony on the consent agenda, board and commission appointments, and first reading ordinances. Folks will have 3 minutes to testify on final reading ordinances, resolutions, and hearings

- Longer advance notice of legislative items and changes, with sponsor changes required shortly after committee review, and amendments allowed only if submitted at least two weeks prior to council consideration (this allows for the public to view a final, amended agenda for a week prior to council consideration)
  - SMC changed to eliminate the minimum four “town hall” meetings per year, leaving frequency to of town hall meetings to council rules, which currently provide for three such meetings ( one in each district)
  - Repeal of SMC minimum 10-day advance publication of agenda (though in practicality, draft agendas will be posted far in advance of the 10 day minimum)
  - Requirement for public hearing and testimony prior to council decision to fill council and mayor vacancies
- An idea was introduced to create a page on the website that explains how exactly an item gets passed through the legislative process
3. Subcommittee Guidance for Presenters – All – Alex Gibilisco
- No Action Taken, Discussion Only
    - Discussed timeline for feedback and presenters/Equity Subcommittee responsibilities.

### Standing Updates

1. Council Liaison Update – CM Navarrete
2. Share Successes in life, work or advancing equity
3. Recruitment

### Adjournment

The meeting adjourned at 11:00am.

Next Equity Subcommittee Meeting, February 4<sup>th</sup>, at 9:30am, City Hall, Tribal Room (1<sup>st</sup> floor)

### Prepared by:

Andres Grageda, Assistant to CM Navarrete

### Approved by:

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Sarah Dixit  
Equity Subcommittee Chair

COUNCIL RULES / OVERVIEW OF 2025 CHANGES

**SIGNIFICANT CHANGES:**

- **Public testimony allowed at committee meetings for items on that agenda (2 min total per person, up to 15 individuals)**
- **Public testimony remains at 2 minutes for open forum. Two minutes will also be given for public testimony on the consent agenda, board and commission appointments, and first reading ordinances. Folks will have 3 minutes to testify on final reading ordinances, resolutions, and hearings**
- **Longer advance notice of legislative items and changes, with sponsor changes required shortly after committee review, and amendments allowed only if submitted at least two weeks prior to council consideration (this allows for the public to view a final, amended agenda for a week prior to council consideration)**
- **SMC changed to eliminate the minimum four “town hall” meetings per year, leaving frequency to of town hall meetings to council rules, which currently provide for three such meetings ( one in each district)**
- **Repeal of SMC minimum 10-day advance publication of agenda (though in practicality, draft agendas will be posted far in advance of the 10 day minimum)**
- **Requirement for public hearing and testimony prior to council decision to fill council and mayor vacancies**

Rule No	Topic	Change
1.2	Duty of Mutual Respect	<ul style="list-style-type: none"> <li>• Revised to apply to council meetings</li> </ul>
1.3	Duty of Ethical Conduct	<ul style="list-style-type: none"> <li>• Updated with references to updated Ethics Code</li> </ul>
1.4	Roberts Rules of Order	<ul style="list-style-type: none"> <li>• Clarified to refer to 12<sup>th</sup> Edition</li> </ul>
1.6 (New)	Effective Date	<ul style="list-style-type: none"> <li>• Items timely filed before rules go into effect are considered timely filed under new rules</li> </ul>
2.1	Meetings	<ul style="list-style-type: none"> <li>• Change Briefing sessions to “Agenda Review”</li> <li>• Changes agenda terms to “Final” and “Draft”</li> </ul>
2.2	Open Forum	<ul style="list-style-type: none"> <li>• Revised council responses and other minor clarifications</li> </ul>
2.5	Study Sessions	<ul style="list-style-type: none"> <li>• No longer weekly. Scheduled by CP</li> </ul>
2.8	Meeting Agenda	<ul style="list-style-type: none"> <li>• Added definition for “agendas.” Clerk now publishes three agendas each Thursday:                             <ul style="list-style-type: none"> <li>• <u>Final Agenda</u> (Council agenda for the following Monday)</li> </ul> </li> </ul>



		<ul style="list-style-type: none"> <li>• <u>Updated Draft Agenda</u> (agenda for meeting the second following Monday)</li> <li>• <u>Draft Agenda</u> (agenda for meeting the third following Monday)</li> </ul>
2.9	Introduction of Items	<ul style="list-style-type: none"> <li>• Board and commission appointments added to definition of “legislation”</li> <li>• Executive committee sponsorship removed</li> </ul>
2.10	Agenda Process	<ul style="list-style-type: none"> <li>• Clarified mayoral nomination do not require council sponsors and will appear on agenda automatically</li> <li>• Executive committee deleted</li> <li>• One council sponsor needed for item to appear on committee agenda</li> <li>• Establish procedure for removing sponsorship</li> <li>• Deadlines for committee submissions changes to Wednesday</li> <li>• Briefing paper eliminated and merged with OnBase Agenda Sheet – with plain language summary created</li> <li>• Rule 2.10 K (committee summary) deleted</li> </ul>
2.14	Order of Business	<ul style="list-style-type: none"> <li>• “Briefing Session” changed to “Agenda Review”; purpose to review final and draft agendas</li> <li>• Land Acknowledgment and “Poetry at the Podium” added to regular agenda</li> <li>• Public testimony on council appointments added to agenda</li> </ul>
2.15	Participation at Council Meetings	<ul style="list-style-type: none"> <li>• Public testimony allowed for board appointments / vetoes</li> <li>• Clarification of public testimony on resolutions to support ballot measures</li> </ul>
2.16	Public Testimony	<ul style="list-style-type: none"> <li>• Delete long section on public hearings</li> <li>• Cross-reference to Rule 6 regarding committee testimony</li> <li>• Public testimony on legislative items reduced to 2 minutes</li> <li>• New Section for submitting written testimony to council</li> </ul>
2.17	Voting, Deferral	<ul style="list-style-type: none"> <li>• Clarify must defer to specific date</li> <li>• Deferral of mayoral appointments only per charter</li> <li>• New rule to govern referral to committee</li> </ul>
2.18	Suspension of Rules	<ul style="list-style-type: none"> <li>• Allows motion to suspend combined with main motion</li> </ul>
2.19	Reconsideration	<ul style="list-style-type: none"> <li>• Reconsideration only open to CMs with excused absences</li> <li>• No reconsideration of veto override or mayor appointments</li> </ul>
2.20	Participation by Telephone	<ul style="list-style-type: none"> <li>• Clarify that committee chair can excuse absences</li> </ul>

4.2	Amendment and Substitution	<ul style="list-style-type: none"> <li>• Confirms no amendments of substitutions of mayor appointments</li> <li>• Change deadline of amendments/substitutions to Wednesdays</li> <li>• Amendments / Substitutions to be circulated by sponsor or Legislative Assistant</li> </ul>
6.1	Standing Committees	<ul style="list-style-type: none"> <li>• Deleted reference to briefing sessions</li> <li>• Deleted executive committee</li> </ul>
6.2	Committee Process	<ul style="list-style-type: none"> <li>• Allow public testimony at committee</li> <li>• Committee meetings changed to Noon on Mondays</li> <li>• Establish order of business at committees</li> </ul>
7.1	Council Vacancy	<ul style="list-style-type: none"> <li>• New rule establishing right to public testimony for vacancy appointments</li> </ul>
7.4	Council Office Budget	<ul style="list-style-type: none"> <li>• Clarify that unbudgeted requests under \$10K and under sent to CP and decided by CP</li> <li>• Requests over \$10K decided by council</li> </ul>
7.6	Council Member Responsibilities	<ul style="list-style-type: none"> <li>• New rule establishing clear grounds for excused absences</li> </ul>
7.7	Council Planning	<ul style="list-style-type: none"> <li>• Removes requirement that annual retreat occur before March</li> </ul>

#### RELATED CHANGES TO SPOKANE MUNICIPAL CODE

Ordinance C36628 made technical changes to conform the Municipal Code to current council practice and the revised council rules.

- Revises SMC 02.005.010 to eliminate references to specific council committees (leaving that to council rules) and to allow public testimony at committees.
- Revises SMC 02.01.010 to clarify the council meeting schedule in the event of holidays. Revises this section to conform to the new council process of “agenda review” rather than “briefing session.” Eliminates the code requirement for four “town hall meetings” each year.
- Repeals SMC 02.01.020, which required that agendas be published 10 days in advance. This provision has not been followed in many years and is not consistent with Open Meetings law. As a practical matter, the new council rules result in draft agendas being published more than 10 days in advance.
- Revises SMC 02.01.030 (Right to Speak) to provide for public testimony at council committees. Makes all such testimony subject to council rules on decorum.

Proposed change to move council meetings to Tuesday was not adopted by council.