



Equity Subcommittee

Wednesday, November 19, 2025

12-1:30pm

City Hall Lobby, Tribal Room

[Meeting Link](#)

+1 323-618-1887

673 883 920#

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

Land Acknowledgment & Welcome

12:00 [Land Acknowledgement](#), attendance

12:05 Approve October Minutes

Subcommittee Briefing Session:

12:10	Vote on Chair and Vice Chair - Kiana McKenna – Chair - John Alder and Sebastian Ruiz – Vice Chair	Chair Dixit
-------	---	-------------

12:25	Equitable Budgeting Workgroup Update	Workgroup
-------	--------------------------------------	-----------

1:00	Revisit Equity Assessment Draft	Alex Gibilisco
------	---------------------------------	----------------

Standing Update(s):

	Council Liaison Update	CM Lambdin
--	------------------------	------------

	Share successes in life, work, or advancing equity	
--	--	--

1:30 **Adjournment**

1) Next Equity Subcommittee Meeting, December 17th, 12-1:30pm at City Hall, Tribal Room.

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. 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
Pacific Islander Community Association of WA (PICA)
10/15/25

Call to Order: 12:07pm

Attendance

Subcommittee Members Present:

Sarah Dixit, Shelby Lambdin (Council Liaison), John Alder, Luke Cobin, Wendy Schatz, Sebastian Ruiz, Kiana Mckenna, Naghmana Sherazi

Absent:

KJ January (notified), Patricia Castaneda (notified), Tyler Tamoush

Staff Present:

Alex Gibilisco, Andres Grageda

Approval of Minutes

- Voted to approve September and August minutes

Agenda Items

Briefing Items

1. Chair and Vice Chair Conversation – Sarah Dixit

- No Action Taken, Discussion Only

- The Chair will help facilitate meetings, co-create agenda with city council staff and council member liaison. The Chair will assist council staff and council member liaison with resolving conflicts amongst the group.
- Vice-chair will co-create agenda with city council staff and council member liaison. The term of the vice chair is for two years, with the expectation that the second year of the term they will serve as the chair.
- Kiana nominated as chair
- Sebastian and John nominated as vice chair
- Votes will take place during the next meeting

2. Working Groups – Alex Gibilisco

- No Action Taken, Discussion Only

- Having an outline for how the City's current budget process looks like would help find ways to improve the process
- Currently, the focus has been balancing the budget with limited revenues and increasing costs.
- CM Lambdin suggested looking forward to the 27-28 Biennial budget and finding low hanging fruit, or simple changes that could have a large impact.
- The Equity Subcommittee won't be as effective in suggesting specific things to fund or not fund. Instead, our role should be to provide a framework that centers equity for decision makers to implement and use throughout the process.
- Equitable Budgeting
 1. Can we create a framework for the City to implement equitable budgeting?
 2. What are some useful definitions we can all agree on? Definitions for Equitable Budgeting, Participatory Budgeting, etc.
 3. How can the city be held accountable to equitable budgeting practices?
 4. How can we ensure that the city takes the communities feedback and truly implements it?
 5. John, Sebastian, Naghmana and Kiana want to be in this workgroup
- Community Engagement in Budgeting
 1. As the administration is making decisions on the budget, how can they engage with the community on their needs?
 2. How else can we frame the budget discussion to be as approachable as possible?
 3. How have other organizations, such as Spokane Public Schools, engaged the community?
 4. Is the Administration or Council the right groups to be engaging certain communities? Are there creative ways to leverage relationships that the City has (such as through members of the Equity Subcommittee) to reach communities through their trusted messengers?
 5. How can the Equity Subcommittee Better engage with the Finance and Administration Committee?

3. Host a Community Training – Alex Gibilisco

- No Action Taken, Discussion Only

- CP saw a presentation on inclusive policing. Would the Equity Subcommittee be interested in hosting this discussion?

- Does not seem like the ES has the capacity to take this on. Human Rights Commission has also been hosting policing town halls.

Standing Updates

1. Council Liaison Update – CM Lambdin
2. Share successes in life, work or advancing equity
3. Equity – training ideas

Adjournment

The meeting adjourned at 1:26pm.

Next Equity Subcommittee Meeting, November 19th, at 12:00pm, City Hall, Tribal Room (1st floor)

Prepared by:

Andres Grageda, Legislative Assistant to CM Lambdin

Approved by:

Sarah Dixit
Equity Subcommittee Chair

Equitable Budgeting Working Group

Meeting minutes/notes

Equity Framework Work Group

11/05/2025 Meeting Notes

Goals:

Definitions – Define terms in plain language, keeping in mind questions that would arise from critics, includes legal references.

Provide CMs with a tangible framework for the budget process, including timeline and engagement strategy. What it would mean for Council, Mayor, City as a whole.

Connect with Human Rights Commission on how they could be involved in the budget process

Resources:

[City's Biennium Budget](#) – Timeline Included

[Government Alliance on Race and Equity \(GARE\) | Richmond, CA - Official Website](#)

[WA state office of Equity](#)

[Racial Equity Impact Assessment](#)

Staff Requests:

Reschedule meeting with CMs to January

Timeline:

Reschedule meeting with CMs in January? Gives us more time prepare to have a productive meeting with CMs.

Action Items:

Bring definitions of equity to the Equity Subcommittee:

Equity –

- Equity is not equality. Equity requires developing, strengthening, and supporting policies and procedures that distribute and prioritize resources to people in identified groups who have been historically and currently are marginalized, including tribes;
- Equity requires the elimination of systemic barriers that have been deeply entrenched in systems of inequality and oppression; and
- Equity achieves procedural and outcome fairness, promoting dignity, honor, and respect for all people

Equity is a concern for fairness and justice that accounts for historic inequalities. Where equality means “same or similar conditions/allocations” and is indifferent to existing disparities, equity aims to correct for those disparities in both procedural means (in the decision-making) and outcomes. Equity is the solution to situations where an ‘equality of conditions’ is not the case

Community Engagement –

Community Benefit –

Targeted Universalism - Under targeted universalism, we outline a universal goal, identify the barriers that different people and communities face to reaching that goal, and create targeted strategies to help all groups reach that goal. This does not mean that we provide benefits to one group in a way that disadvantages another group but instead uplifts all communities using strategies tailored to different needs.

Equity Framework Work Group

Please include new meeting minutes at the top, pushing older material farther down the document.

11/05/2025 Meeting

Agenda

1. Definitions
2. Updates regarding questions listed 10/20

Notes:

- Meet through Nov & Dec
- Deliverables for January (tentative)
 - Equity Framework
 - What it means for CC, Mayor & agencies
 - How it impacts budget process timeline
 - Definitions in the framework
 - Outreach strategies
- Legal references that bolster our definition of equity
 - [MRSC](#)

Minutes

10/20/2025 Meeting Notes:

Unsure what the budget process is for departments/city.

“Community benefit” How many people will be affected. “Equity Impact” Of the people being affected, what are the demographics?

Goals:

Review what we currently have in terms of resources, what we like/don't like about our process, questions for the City to answer

Draft definitions (equity, community benefit, etc.)

Resources:

Budget Sections in the Spokane Municipal Code:

<https://my.spokanecity.org/smc/?Chapter=07.01>

<https://my.spokanecity.org/smc/?Chapter=07.14>

Questions:

1. What is the hierarchy in the budget process? What is the starting point?
 - a. See Biennium budget link

2. What would the city council consider a “good” or “useful” framework? What would a good framework achieve? Have they thought about it or is it up to us to define? (Questions to keep in mind for meeting with CMs)
3. Has the Office of Civil Rights done any outreach/equity in budgeting work?
4. Are departments required to submit a budget request? What are departments required to submit/how are they evaluated?
5. Are there other examples of “equity subcommittees” in other government? How do they function?
6. How can the Human Rights Commission be leveraged in this work?

Requests to Staff:

Can we ask for a timeline of important dates? i.e department deadlines for submitting a budget, finance department deadlines.

Request meeting with Paul & Michael about how equity subcommittee can be more useful/effective in supporting Finance Committee. (December)

Ideal Outcomes:

Trainings for department heads on how exactly to incorporate equity in budgeting.

Departments must justify how they are incorporating equity. Departments are evaluated on how they incorporate equity in their budget based on their budget request form. The department's budget is reviewed by administrative team that includes equity staff (Office of Civil Rights, Equity Subcommittee, Human Rights Commission). Incorporate some kind of scoring matrix/incentive structure.

Equity subcommittee being more ingrained in the Finance Committee.

Require Chair/Vice Chair of Finance Committee at Equity subcommittee. Can the Council Liaison for ES be the Chair/Vice Chair of the Finance Committee?

Equity Subcommittee is leveraged as a soundboard for new tools being developed.

Resolution/ordinance on equitable budgeting early next year.

Chair and/or Vice Chair of Equity Subcommittee be present at Finance Committee meetings.

Timeline:

Workgroup meeting – agree on definitions, review requests from staff

ES meeting – present definitions, what the community engagement work will look like around the budget.

Workgroup meeting – prep for meeting with CMs

Meeting with CMs to present progress in equitable budgeting workgroup (early December)

Action items:

- Literature search
 - Definitions of equity in budgeting/policy -not just frameworks-
 - How have other cities embedded outreach into their budgeting?
 - Research Madison WI framework
 - How have other govs integrated an equity subcommittee into their policy-design process?

Resources/Literature

Budget Policy

[Tacoma resolution 40622](#)

[City of Madison Budget Guide \[error\]](#)

[SLC UT Budgeting for Equity presentation](#)

[Tacoma 2025](#)

Bartle, J., & Rubin, M. (2024). Social Equity in budgeting. *Public Finance Journal*, 1(2), 93–103.
<https://doi.org/10.59469/pfj.2024.33>

Engagement

[Office of Equity Community Engagement – Authorizing Legislation](#)

[Equitable Rule Making in WA State](#)

[Salt Lake City – Report Card, and Racial Equity in Policing](#)

[Participatory Budgeting – City of Durham](#)

[Equitable Community Engagement – Philadelphia](#)

Review - Definitions and Outreach Strategies

Definitions:

Targeted Universalism: The State of Washington uses the framework of targeted universalism. Under targeted universalism, we outline a universal goal, identify the barriers that different people and communities face to reaching that goal, and create targeted strategies to help all groups reach that goal. This does not mean that we provide benefits to one group in a way that disadvantages another group but instead uplifts all communities through the use of strategies tailored to different needs.

Equity

Equitable distribution (defined in RCW70A.02.010) means a fair and just, but not necessarily equal, allocation intended to mitigate disparities in benefits and burdens that are based on current conditions, including existing legacy and cumulative impacts, that are informed by cumulative environmental health impact analysis.

- From the [WA state office of Equity](#):
 - Equity is not equality. Equity requires developing, strengthening, and supporting policies and procedures that distribute and prioritize resources to people in identified groups who have been historically and currently are marginalized, including tribes;
 - Equity requires the elimination of systemic barriers that have been deeply entrenched in systems of inequality and oppression; and
 - Equity achieves procedural and outcome fairness, promoting dignity, honor, and respect for all people.
- Recommended answer to Council members question regarding “What is equity?”
“Equity is a concern for fairness and justice that accounts for historic inequalities. Where equality means “same or similar conditions/allocation” and is indifferent to existing disparities, equity aims to correct for those disparities in both procedural means (in the decision-making) and outcomes. Equity is the solution to situations where an ‘equality of conditions’ is not the case”
 - This means the subcommittee and city council must have a broad scope of the many dimensions of equity. These are not mutually exclusive or all-encompassing, but are interactive:
 - Race, immigration status, geography, income
- The [Government Alliance on Race and Equity \(GARE\) definition of equity](#) is the process of eliminating racial disproportionalities so that race is no longer a predictor of success and outcomes for all communities improve. It recognizes that structural and historical barriers exist and requires providing people with what they need to thrive, rather than providing everyone with the same resources ([equality](#)).
- Equity-seeking is a term that was developed in Canada for communities that experience significant barriers to participating fully in society. Equity-seeking populations have

historically experienced disproportionately adverse effects from government agencies and societal structures and continue to experience these burdens today. As a result of their identities, equityseeking populations experience different forms of social or geographic exclusion and oppression such as racism, sexism, and ableism, so they often do not receive, or receive minimal, benefit from societal structures such as education or healthcare.

- **Equity** -Ensures that outcomes in the conditions of well-being are improved for marginalized groups, lifting outcomes for all. Equity is a measure of justice. (raceforward.org)
- **Racial equity** is a process of eliminating racial disparities and improving outcomes for everyone. It is the intentional and continual practice of changing policies, practices, systems, and structures by prioritizing measurable change in the lives of people of color. (raceforward.org)
- **Racial Justice** is a **vision** of a society where racial hierarchies no longer exist. In this society, all people (Black, Indigenous, Latinx, Asian Americans, Native Hawaiians, Pacific Islanders, and whites), have the dignity, resources, power, and self-determination to fully thrive. (raceforward.org)

Outreach strategies

What is outreach & Involvement? Definition goes in hand with the strategies we want to implement.

Type	Description	Example	Pros	Cons
Open forums	Listening sessions, town halls		Depth & breadth of feedback	• Time intensive • Labor intensive • Iterative • Continuing & fluctuating costs
Participatory budgeting	Residents vote on allocation arrangements or itemized priorities. Subcommittees like ours are the liaison between residents and electeds	Durham Participatory budgeting	Depth & breadth of feedback	• Time intensive • Labor intensive • Iterative
Subcommittees	Subcommittees serve as platforms for community orgs & individuals to participate	Spokane (us) SLC racial equity in policing commission	Expedient Accountable	• Depth & breadth of community input depends on who makes it to the committee. • Uncertain

				impact/authority
Online platforms	Allows individuals to peruse issues and contribute to conversation online	WA-DOH equitable rule-making	Individual accessibility and convenience ? ADA & Language access?	• Cost • Monitoring • Accountability • Usefulness?

Engagement: how do we want to define these two?

Involvement:

Spokane City Council Equity Assessment Tool

Purpose of this tool: to facilitate conscious consideration of equity examine how communities of color, low-income, and other impacted populations will be affected by a proposed action/decision of the city.

Under the **targeted universalism framework**, we collect and analyze group-level data to inform how we approach each group so they can fairly access the service or opportunity. We also use data to understand how the city's practices, processes, and policies may be unfairly disadvantaging groups of people and causing them to be farther from the universal goal.

Instructions

Use this tool as early as possible in the development of the City policies, plans, programs and budgets.

This analysis should be completed by staff with people of different racial and socioeconomic perspectives. When possible, involve those directly impacted by the issue. Include and document multiple voices in this process.

The order of questions may be re-arranged to suit your situation.

BEGIN ANALYSIS

Understanding the project and the goals it's trying to achieve.

1. **What is the goal of the policy or project and or the challenge you are attempting to address?**
2. **Are there unintended consequences and populations like BIPOC, low-income, youth, people with disabilities, and renter households?**
3. **What current inequities might this policy or project address? (consider all including race, gender, people with disabilities, geography, and income)**

4. **Based on the data you have gathered and reviewed how might the policy or project impact disparities (improve or worsen)? (Share data being used, disaggregate by race/ethnicity, gender, people with disabilities, and age. Include geography)**

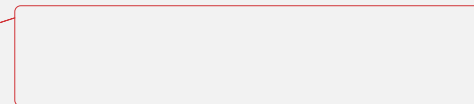
5. **Systems that can be impacted directly or indirectly. (internal, external)**
- a. **Internal (departments, other government organizations)**
 - b. **External**

Engagement

6. **Are you collaborating with individuals and communities most impacted – particularly Black, Indigenous People of Color – in the Policy or Project planning process? What is your plan to include community members to ensure meaningful input from planning through implementation and performance monitoring?**

Evaluating and Improving

7. **Based on the answers above, what specific changes need to be made to achieve your racial equity goal and avoid the continuation of racial and other disparities (Ex. Partnering with and/or investing in groups representing communities most impacted by the proposed initiative.)**



8. **What performance measures will you use to evaluate the Policy or Project's impact following implementation, including the impact on racial and ethnic disparities?** *Qualitative and quantitative measures are encouraged.*

9. **What is your timeline for review and ongoing adjustments?**

Barriers to improve policy or program

1. **What legal limitations might complicate this Policy or Project and what is the plan to address them? Are there recommendations for additional policy changes or programs?**

Resources

Training

[City Council Equity Subcommittee](#)

Belonging Training

- [Othering, Belonging, and Bridging](#)
- [Targeted Universalism](#)
- [Expressions of Belonging](#)

Belonging Training Slides

- [Othering, Belonging and Bridging - John Powell - Part 1](#)
- [Targeted Universalism - John Powell - Part 2](#)
- [Expressions of Belonging - Ashley Gallegos - Part 3](#)

Benita Horn Training Slides

GARE Assessment Tool Training (Online)

[GARE Resource Guides](#)

[Othering and Belonging Institute Trainings](#)

[Washington State Office of Equity](#)

Data sites

[Spokane Climate Vulnerability Index](#)

[Racial Disparate Impacts](#)

[Spokane Regional Transit Council, Social Equity Mapping \(SRTC\)](#)

[Spokane Trends](#) – look for the data that is disaggregated by race and ethnicity

[Spokane Regional Law and Justice](#) – Criminal Justice Data

City Plans

[Title VI Plan](#)

[ADA Plan](#)

[2024 Fair Housing Plan](#)

[Racial Disparate Impacts](#)

[Community Health Needs 2024-2025 SRHD](#)

Other Resources

[Anti-Racism Charter](#) City of Tacoma

[Transportation Equity in Washington's Cities - 2023](#)

Regional Plans

[Avista Equity Advisory Group](#)

[Thrive Spokane \(Comprehensive Economic Development Strategy\)](#)

Definitions

Equity -Ensures that outcomes in the conditions of well-being are improved for marginalized groups, lifting outcomes for all. Equity is a measure of justice.

(raceforward.org)

Racial equity is a process of eliminating racial disparities and improving outcomes for everyone. It is the intentional and continual practice of changing policies, practices, systems, and structures by prioritizing measurable change in the lives of people of color. (raceforward.org)

Racial Justice is a **vision** of a society where racial hierarchies no longer exist. In this society, all people (Black, Indigenous, Latinx, Asian Americans, Native Hawaiians, Pacific Islanders, and whites), have the dignity, resources, power, and self-determination to fully thrive. (raceforward.org)

Marginalized: A social process by which individuals or groups are (intentionally or unintentionally) distanced from access to power and resources. This term describes a social process rather than an individual's lack of agency. To what extent populations are marginalized, however, is context specific and reliant on many factors.