



Minutes of the Environmental Justice
Task
Force
Community Engagement Subcommittee Meeting
June 17, 2020

Zoom Conference Call

Subcommittee members present:

Megan MacClellan, Subcommittee Co-Chair	Julia Havens Bill Bennion	Farah Mohamed Michael Chang
Emily Pickney, Subcommittee Co-Chair	Alexandra Doty David Mendoza	Shirlee Tan

Task Force staff present:

Elise Rasmussen, Manager

Guests and other participants:

Sonia Bumpus, Task Force Member

Megan MacClellan, Subcommittee Co-Chair, called the public meeting to order at 4:02 p.m.

1. INTRODUCTIONS & COMMUNITY AGREEMENTS

Members introduced themselves, and the group reviewed today's agenda and adopted community agreements (on file).

The Subcommittee decided to meet again in July, exact date is forthcoming. This meeting will focus on providing feedback on the next iteration of the Subcommittee deliverables.

2. GUIDANCE DOCUMENT STATUS

Megan MacClellan, Subcommittee Co-Chair, reviewed the most current draft of the guidance document with the group, and shared the progress that has been made on the document in the last month. She also shared that there are already some people who are using our work to inform their community engagement work at State agencies. The group discussed the Subcommittee's main deliverables: the Community Engagement Plan Guidance document, Key Recommendations for community engagement, and possibly some examples of how government agencies implemented meaningful community engagement.

3. EJ TASK FORCE MEETING RECAP

Elise Rasmussen, Staff, shared the feedback from the Task Force during the June 22 meeting related to the Subcommittee's work:

- Create a shorter deliverable document.
 - The Subcommittee is addressing this feedback by creating the one-page key recommendations document.
- EJ Task Force tentatively approved the recommendation that all communities must have a community engagement plan during the May meeting.

4. KEY RECOMMENDATIONS

Megan MacClellan, Subcommittee Co-Chair, reviewed the key recommendations (on file). Subcommittee members provided their feedback on these recommendations.

Member Mike Chang discussed agency accountability in implementing these recommendations and highlighted the tension between what community thinks agencies' responsibilities are versus what agencies think their responsibilities are. Mr. Chang asked if there is a way to reflect this tension in the recommendations.

Member Shirlee Tan commented on recommendation 2b to request that the Subcommittee make it clear what the responsibility of the agency is to community.

Elise Rasmussen, Staff, commented that she could integrate the "Who Agencies Serve" and "Accountability" sections in the guidance document into the main body of the final EJ Task Force report to provide some context for our recommendations. Additionally, the "Accountability" section speaks to agencies' responsibility to understand that they need to be transparent and accountable to communities. The Subcommittee also briefly discussed adding a sentence or two to the "Accountability" section to address Mr. Chang's point above.

Member Alexandra Doty suggested including the [Governor's Respectful Workforce Initiative](#) for recommendation number four. The Subcommittee also discussed the [DEI Council's work](#) to advance equity among the State workforce. Additionally, the DEI Policy Committee of the DEI Council authored the "[Model Policies and Considerations for a Diverse, Equitable, Inclusive and Respectful Work Environment](#)" report.

Member Stephanie Celt asked if the Subcommittee would be linking recommendation number four back to community engagement. Co-Chair MacClellan confirmed that the fourth recommendation would be linked to community engagement, the barriers to public participation document, and how equitable hiring practices will help to mitigate these barriers. Member Celt also commented on how the Subcommittee might want to indicate that some of the recommendations require statutory changes. Member David Mendoza added that the Subcommittee might also consider indicating which recommendations require extra funding.

5. FURTHER WORK

Elise Rasmussen, Staff, discussed the feedback from participants of the University of Washington conference focused on environmental justice and community engagement. She will be working to integrate that insight into the report.

Co-Chair MacClellan discussed collaborating with the Mapping Subcommittee to strengthen and refine our recommendations. She added that we are exploring how to integrate the work from the Community Engagement Task Force out of the Department of Health, created as a part of the COVID-19 response. This Task Force implemented several best practices for community engagement.

Elise Rasmussen, Staff, asked about whether or not we should continue to pursue examples in the Community Engagement Plan Guidance document. The Subcommittee discussed possibly integrating examples of meaningful government-led community engagement and examples of when community is really frustrated due to a lack of

community engagement or poor community engagement work by the government. Member Bill Bennion suggested that we look at the [Washington State Department of Transportation's community engagement plan](#) that includes examples and best practices. The Subcommittee discussed their uncertainty about capacity to author another report section focused on examples, and also, they were not certain where that section fit in with the rest of the Subcommittee's deliverables. However, the Subcommittee said they were committed to continuing this conversation.

The Subcommittee discussed how to integrate the Barriers to Public Participation document (on file), and that it should be included with a disclaimer that document is not a comprehensive list of barriers; agencies should treat this as a living document. Members discussed that the Barriers document helps make agency staff aware of these barriers and think through creative solutions to address these barriers.

Co-Chair MacClellan encouraged the Subcommittee to review their sections, and if there are red flags or glaring gaps, she asked members to think about how we can include more information without making the document longer (e.g. embedding links).

6. NEXT STEPS

Elise went over the timeline for outstanding work on deliverables (on file).

7. ADJOURNMENT

Megan MacClellan, Subcommittee Co-Chair, adjourned the meeting at 5:50 p.m.

GOVERNOR'S INTERAGENCY COUNCIL ON HEALTH DISPARITIES

First Name Last Name, Co-Chair

First Name Last Name, Co-Chair

To request this document in an alternate format or a different language, please contact Kelie Kahler, Washington State Board of Health Communication Manager, at 360-236-4102 or by email at kelie.kahler@sboh.wa.gov TTY users can dial 711.

PO Box 47990 • Olympia, Washington • 98504-7990
360-236-4110 • wsboh@sboh.wa.gov • sboh.wa.gov