



## Community Involvement Commission (CIC) September 2025 Minutes

September 15, 2025

5:00 – 7:00 pm

Webex Meeting & Seattle City Hall Room 370

**Commissioners present:** Julio Perez, Ahoua Kone, Hunter Camfield, and Kamryn Yanchick

**Co-chairs:** Heidi Morisset and Julio Perez

**Commissioners not in attendance:** Heidi Morisset

**City of Seattle Staff present:** Staff liaisons Alvin Edwards

**Public Comment:** No public comment was received.

Transcriber's Note: The notes shown below are summaries of statements provided. They are not transcriptions and have been shortened and edited to include the major points raised. Full comments are retained in the files in the video recording and available upon request.

### 1. Welcome, Roll Call, and Introductions

- Quorum confirmed.
- Commissioners introduced themselves, including newly appointed members who shared their backgrounds and community engagement interests.
- Alvin Edwards provided updates:
  - Marisol Beas, former Get Engaged appointee transitioning into a commission-selected seat, stepped down due to work capacity.
  - Interviews will be conducted to fill two open commission-selected seats by the end of September.

---

### 2. Approval of Previous Meeting Minutes

- July 21, 2025 Minutes: Approved unanimously.
- August 18, 2025 Minutes: After clarification on commissioner confirmations, the minutes were approved.

### 3. Retreat Planning

- Retreat scheduled for **Saturday, October 18, 2025, at 10:00 AM.**
- **Location:** El Centro de la Raza (Beacon Hill). Room rental is estimated at \$500.
- **Agenda Elements:**
  - Team-building activity (facilitated by Nada Ramadan).
  - Icebreaker activity.
  - Speaker presentations:
    - Department of Neighborhoods (DON) overview (Alvin Edwards).
    - Director Jenifer Chao, DON.
    - City of Seattle CARE Team (formerly Crisis Responders).
  - Subcommittee breakout sessions (allocated 1.5 hours).
  - Discussion of mission, vision, and commission priorities for 2026.
- Commissioners emphasized the importance of clarifying roles, expectations, and subcommittee responsibilities.
- Food options will be circulated via email for selection.

#### **Action Items:**

- Alvin Edwards to finalize and circulate the retreat agenda.
  - Alvin Edwards to confirm El Centro reservation.
  - Alvin Edwards to email food options to commissioners.
  - Nada Ramadan to lead the team-building exercise.
  - Alvin Edwards to coordinate with CARE Team and DON Director Chao for retreat participation.
  - Updated subcommittee roster to be distributed prior to the retreat.
- 

#### **4. Commission Selection Vote and Interviews**

- Due to Marisol Beas stepping down, two commission-selected seats remain vacant.
- Alvin Edwards and Co-Chair Heidi Morisset will lead the interview process.
- Commissioners Nada Ramadan and Gabriel de los Angeles volunteered to participate in interviews.
- Interviews will take place in late September, typically between 5:00–6:00 PM.

#### **Action Items:**

- Alvin Edwards to circulate available interview times.
  - Interview Panel (Heidi, Alvin, Nada, Gabriel) to select two candidates for appointment.
- 

#### **5. Subcommittee Breakouts and Updates**

- Three subcommittees established:
  - **Communication & News:** Kamryn Yanchick, Betsy Baffa, Elise Herwig, Jalen Smith
  - **Events & Engagement:** Julio Perez, Nada Ramadan, Timothy Turner, Chelsea Affleck, Heidi Morisset, *with switch:* Rachele Olden added

- **Research & Assessment:** Ahoua Koné, Hunter Camfield, Haley McColgan, *with switch:* Gabriel de los Angeles added
- Commissioners confirmed or adjusted placements; Rachele Olden moved to Events & Engagement, Gabriel de los Angeles to Research & Assessment.
- Subcommittees tasked with developing actionable goals aligned with the commission's mission.

**Action Items:**

- Alvin Edwards to send updated subcommittee roster.
  - Subcommittees to designate chairs/co-chairs prior to or during the retreat.
  - Subcommittees to prepare initial goals for discussion at the retreat.
- 

**6. Staff Liaison Updates**

- Alvin Edwards reminded commissioners of the Open Public Meetings Act (OPMA) requirements.
  - Commission-wide decisions cannot be made via email.
  - Subcommittees may coordinate via email, but final decisions must be returned to the full commission.
- Special meetings may be convened if urgent votes are required.
- Commissioners will be added to the CIC SharePoint site for shared resources and data collection.

**Action Items:**

- Alvin Edwards to distribute commission roster.
  - Alvin Edwards to ensure all members have access to CIC SharePoint.
- 

**Adjournment**

- Meeting adjourned at 7:00pm
- 

**Summary of Key Decisions**

1. July and August minutes approved.
2. Retreat confirmed for October 18, 2025, at El Centro de la Raza, 10 AM.
3. Speakers to include DON Director Chao and CARE Team.
4. Subcommittees finalized with membership updates.
5. Nada Ramadan and Gabriel de los Angeles to join the interview panel for open seats.

**Community Involvement Commission (CIC)**

**Action Tracker – September 15, 2025 Meeting**

## **Retreat Planning:**

- **Alvin Edwards**
  - Finalize and circulate retreat agenda.
  - Confirm reservation at El Centro de la Raza.
  - Email food options for commissioner input.
  - Coordinate with DON Director Jenifer Chao and CARE Team for retreat participation.
  - Send updated subcommittee roster.
- **Nada Ramadan**
  - Design and facilitate retreat team-building activity.

## **Commission Selection & Interviews**

- **Alvin Edwards**
  - Circulate interview times for commission-selected seats.
- **Interview Panel** (Heidi Morisset, Alvin Edwards, Nada Ramadan, Gabriel de los Angeles)
  - Conduct interviews and select two candidates for appointments.

## **Subcommittees**

- **Alvin Edwards**
  - Send updated subcommittee assignments.
- **All Subcommittees**
  - Confirm chairs/co-chairs prior to or during retreat.
  - Prepare initial goals to bring forward at retreat discussions.

## **Staff & Administrative**

- **Alvin Edwards**
  - Distribute updated commissioner roster.
  - Ensure all commissioners have access to CIC SharePoint.

## **Next Major Milestone:**

CIC Retreat – Saturday, October 18, 2025, 10:00 AM at El Centro de la Raza