

**MEETING MINUTES**  
**Seattle Women's Commission**  
*Monday, June 17th 2024, 5:30 – 7:30 p.m.*

Website: <https://www.seattle.gov/womenscommission>

Link to join virtually:

<https://seattle.webex.com/seattle/j.php?MTID=ma9a7a90b955da855db3cf1a017ed42b2>

Facilitators: K. Guerrero, S. Liu

Note taker & Land/Labor Acknowledgment: E. Barr

Attendance: E. Barr, K. Evans, H. Glover, K. Guerrero, M. Idowu, A. Johnny, S. Liu, V. Mamidala, W. Nakamura, M. Rivera, J. Tran

Guests: S. Hitchcock, T. Yasu

[https://docs.google.com/spreadsheets/d/1LeLk0\\_7I5dE4IO56C7ngyng-gU7CUM5Rq3fWpx7xNZE/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1LeLk0_7I5dE4IO56C7ngyng-gU7CUM5Rq3fWpx7xNZE/edit?usp=sharing)

Time	Topic	Lead
5:30	<p><b>Welcome to SWC Monthly Meeting</b></p> <p><b>Land/ Labor Acknowledgment:</b></p> <p>We are currently occupying the unceded lands of many First Peoples; Coast Salish people, Muckleshoot, Suquamish, Stillaguamish, and Duwamish. We acknowledge and thank local First Nations for their centuries of land stewardship that long predates the arrival of European settlers. We remind you to be aware of the spaces you occupy locally, that these lands were stolen from First People in the name of white settler colonialism and that you seek ways to continue your education and give back to local Indigenous communities.</p> <p>Duwamish Tribe's website</p> <p>***</p> <p>"We must acknowledge that much of what we know of this country today, including its culture, economic growth, and development throughout history and across time, has been made possible by the labor of enslaved Africans and their descendants who suffered the horror of the transatlantic trafficking of their people, chattel slavery, and Jim Crow. We are indebted to their labor and their sacrifice, and we must acknowledge the tremors of that violence throughout the generations and the resulting impact that can still be felt and witnessed today."</p> <p>Dr. Terah "TJ" Stewart)</p>	K. Guerrero

	<b>Introductions/ Roll Call</b> <ul style="list-style-type: none"> <li>- Welcome new commissioner Hannah</li> </ul> <p>Approve minutes for May meeting</p> <ul style="list-style-type: none"> <li>- K. Guerrero makes a motion to approve May's meeting agenda, seconded by J. Tran. 4 ayes; 4 abstentions; approved</li> </ul> <p>Approve Agenda for June meeting</p> <ul style="list-style-type: none"> <li>- K. Guerrero makes a motion to approve June's meeting agenda, seconded by J. Tran. 9 ayes; approved</li> </ul>	
5:50	<b>Public Comment</b> <ul style="list-style-type: none"> <li>- No comments</li> </ul>	-
5:55	<p>Reproductive Health - Guest Presentation (TBD)</p> <ul style="list-style-type: none"> <li>- Presentation will most likely be moved to next month due to R. Bryant schedule conflict</li> </ul>	R. Bryant
6:20	<p>SWC Bylaws</p> <ul style="list-style-type: none"> <li>- Goal: approve updates of Bylaws</li> <li>- Key points: <ul style="list-style-type: none"> <li>- Preamble: <ul style="list-style-type: none"> <li>- Seattle Municipal Code 3.14.940 that establishes SWC</li> </ul> </li> <li>- Article 1: <ul style="list-style-type: none"> <li>- Article 1: 1.1 - 1.4: Commission duties</li> <li>- 1.5: Reporting obligations (semi-annual basis)</li> <li>- 1.6: Meeting among all SOCR Commissions that occurs on a quarterly basis</li> </ul> </li> <li>- Article 2: <ul style="list-style-type: none"> <li>- 2.1: 21 volunteer commissioners</li> <li>- 2.2: Four appointed by Commission, eight by Mayor, 8 by City Council, 1 by Mayor under "Get Engaged" program; all appointments subject to confirmation by approval of the City Council</li> <li>- 2.3: 2-year terms/ max 3 terms</li> <li>- 2.4: Written notice required for resignation (written or email) to co-chairs and M. Idowu; any commissioner who resigns</li> </ul> </li> </ul> </li> </ul>	K. Evans

	<p>from the commission must wait a minimum of 12 months before reapplying</p> <ul style="list-style-type: none"> <li>- 2.5: (A) Removal of commissioner for cause by appointing authority; Commission can only remove appointees of Commission</li> <li>- 2.5: (C) If you believe a commissioner has done something that would warrant removal, you may request Executive Session to present concern</li> <li>- 2.5: (F) Majority vote required for removal</li> <li>- 2.7: (B) Commissioners have the right to request a leave of absence (written request required)</li> <li>- 2.7: (E) Leave of absences cannot be for more than a 4-month period</li> <li>- 2.9: Conflicts of interest: be hyper-transparent about any possible conflicts of interest so we can be thoughtful about who we might be entering into a contract or business arrangement with</li> <li>- 2.10: Cannot use position as commissioner to conduct any business without explicit permission from commission</li> <li>- 2.11: Social media content guidelines</li> <li>- Article 3: <ul style="list-style-type: none"> <li>- 3.1: Election of officers (co-chairs); max of 4 co-chairs can serve</li> <li>- 3.2: Duties of chair and terms of office;</li> </ul> </li> <li>- Article 4:</li> <li>- J. Tran: Should there be a bylaw that addresses whether a commissioner be removed from a subcommittee but not the commission itself (primarily due to lack of capacity to serve on multiple sub-committees)?</li> <li>- K. Evans: Removal is more of a disciplinary action whereas capacity among commissioners fluctuates based on different things that might be going on in their lives</li> <li>- M. Idowu: Be careful about using term "removal"; Mayor/ City Council want to be informed early on if someone is not doing what they're supposed to be doing on Commission</li> </ul>	
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	<ul style="list-style-type: none"> <li>- K. Evans: Proposes not to implement a separate removal process for subcommittee; it is likely that the reasons they're being removed from the subcommittee are also reasons that they should be removed from the Commission at large</li> <li>- A. Johnson: If 2 commissioners on the same subcommittee aren't getting along, should one of them be moved to a different subcommittee rather than the entire commission?</li> <li>- M. Idowu: Try to work out any conflict among selves</li> <li>- K. Evans: Do we need to modify Bylaws to include process for subcommittee commissioner removal or should we take it on a case-by-case basis?</li> <li>- Group consent: No <ul style="list-style-type: none"> <li>- Article 4.1: Time and place of meetings</li> <li>- 4.2: Special meetings</li> <li>- 4.3: Quorum</li> <li>- 4.4: Voting cannot be conducted by email</li> <li>- 4.5: Advanced notice of agenda</li> <li>- 4.6: Not able to vote by proxy at meetings</li> <li>- 4.9: Public testimony given on behalf of Commission must be approved by Commission</li> </ul> </li> <li>- Article 5: <ul style="list-style-type: none"> <li>- 5.2: Committee assignments</li> <li>- 5.3: Action</li> <li>- 5.4: Designation <ul style="list-style-type: none"> <li>- (A) Standing committees <ul style="list-style-type: none"> <li>- 1: Executive Committee</li> <li>- 2: Outreach Committee</li> </ul> </li> <li>- B: Subcommittees: topical, related to work plan focus areas</li> </ul> </li> <li>- 5.5: Subcommittee chairs appointed by majority vote</li> </ul> </li> <li>- V. Mamidala: If we are unable to elect a Subcommittee Co-chair, how would this be resolved (for example, if there are no volunteers)?</li> <li>- M. Idowu: Everyone on Subcommittee has agreed to be part of that group; need to work it out among group members</li> </ul>	
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	<ul style="list-style-type: none"> <li>- 5.5: Add to Bylaws: each subcommittee must select co-chair within 2 months of formation of committee</li> <li>- Subcommittee Chairs serve 1-year terms but currently no specification on whether they can serve consecutive terms             <ul style="list-style-type: none"> <li>- Committee consensus not to change current terms</li> </ul> </li> <li>- K. Evans makes a motion to approve Bylaws as they stand as reviewed today, seconded by M. Rivera. 9 ayes; 0 abstentions; approved</li> </ul>	
6:35	<b>Break (skipped)</b>	
6:40	<p><b><u>Subcommittee Work Plan Review &amp; Ideation Session</u></b></p> <p>Reproductive Health</p> <ul style="list-style-type: none"> <li>- Working with R. Bryant to coordinate guest speaker</li> <li>- Reconcile Work Plan with Focus Areas (deadline: July mtg.)</li> <li>- Rokea Jones blog interview sent to Sage and Marta today</li> <li>- No updates on last 2 items (NWAFF and Crisis Pregnancy Centers)</li> </ul> <p>Gender-Based Violence</p> <ul style="list-style-type: none"> <li>- A. Johnson and V. Mamidala confirmed draft</li> <li>- MMIW training has been put on hold (A. Johnson to follow up)</li> <li>- Policy analyst can attend a future Commission meeting to provide MMIW Statewide Task Force updates on policy and engagement (potentially Aug or Sep mtg.)</li> </ul> <p>Housing Access</p> <ul style="list-style-type: none"> <li>- S. Liu and E. Barr confirmed draft</li> <li>- Reached out to Charlene Mitchell of Compass Housing Alliance to schedule tour of facilities; will notify Commissioners of date and time when set</li> </ul> <p>Communications</p> <ul style="list-style-type: none"> <li>- Jeanette Williams Awards Friday!</li> <li>- Honoring Angela Garbes</li> <li>- 6:00 - 7:30 pm at City Hall</li> <li>- Don't FORGET to RSVP (including Commissioners)</li> <li>- All are welcome: feel free to bring family/friends</li> <li>- 100 chairs in the room currently</li> <li>- 69 current RSVP yes/ 11 showing interest</li> </ul>	S. Liu

	<ul style="list-style-type: none"> <li>- Sheila Day performing</li> <li>- Childcare will be available; K. Guerrero to follow up on need</li> </ul> <p><b><u>Documentation Review</u></b></p> <p>SWC 2024-2025 Work Plan: <a href="#">☰ SWC 2024 Focus Areas</a></p> <p>SWC Work Plan Tracker: <a href="#">📅 SWC Initiatives</a></p> <p>2026 World Cup Recommendations:</p> <p><a href="#">☰ Five Commissions Work Plan (SHRC, SWC, SIRC, SDC, S...</a></p> <ul style="list-style-type: none"> <li>- Led by Human Rights Commission</li> <li>- City is preparing for influx of people that will arrive</li> <li>- 3 main areas: Homelessness, Human Trafficking, Accessibility</li> <li>- H. Glover (Accessibility, Homelessness), J. Tran (Accessibility), and E. Barr (Homelessness) are interested in participating</li> </ul>	
7:15	<p><b><u>Co-Chair Updates</u></b></p> <p>Jeanette Williams Award Event</p> <ul style="list-style-type: none"> <li>- Refer to Communications update above</li> <li>- See K. Guerrero for “Run of Show” details</li> <li>- Invited to arrive at 5:00 pm to help set up</li> </ul>	K. Guerrero
7:20	<p><b>Seattle Office of Civil Rights Updates/Report</b></p> <ul style="list-style-type: none"> <li>- Juneteenth @ Seward Park 11am to 4pm</li> <li>- T. Myers will be leaving for another job (to be announced!); last month is June</li> <li>- Get Engaged members have been selected and notified; September appointments</li> <li>- Upcoming reappointments: K. Evans, K. Guerrero, A. Johnny, R. Bryant, V. Mamidala, S. Liu, W. Nakamura (?)</li> <li>- V. Lamont leaving “Get Engaged” position; TBD if she’ll continue with Commission as a full Commissioner</li> <li>- City Council Presentation: moved to December (instead of original date of July) <ul style="list-style-type: none"> <li>- T. Morales presentation in August with all SOCR Commissions</li> </ul> </li> </ul>	M. Idowu
7:30	<b>Adjourned</b>	