

City of Tacoma Equity in Contracting Advisory Committee

REVISED AGENDA

Date: Wednesday, November 16, 2022

Time: 7:30am – 9:30am

Location: Tacoma Municipal Building, Room 243, 747 Market Street, Tacoma Washington 98402

Virtual Option:

Dial: 253-215-8782

Meeting Link: <https://zoom.us/j/93921755135?pwd=UHB1Ym00dGJWZmtLeUE3cHBNWDFKdz09>

Webinar ID: 939 2175 5135

Passcode: 959442

I. (7:35am) Call Meeting to Order – Kacee Woods

II. (7:36am) Statement of Purpose – Kacee Woods

We convene this meeting to advance the City of Tacoma’s mission to *“create and sustain a competitive and fair business environment for contracting, procurement and consulting opportunities that include small businesses owned by minority, women, and socially and economically disadvantaged people.”*

III. (7:38am) Land Acknowledgment – Malika Godo

The Equity in Contracting Advisory Committee acknowledges that we are on the traditional homelands of the Puyallup Tribe. The Puyallup people have lived on and stewarded these lands since the beginning of time, and continue to do so today. We recognize that this land acknowledgement is one small step toward true allyship and we commit to uplifting the voices, experiences, and histories of the Indigenous people of this land and beyond.

IV. (7:40am) Record of Attendance and Excusal of Absences – Kacee Woods

- |   |   |
|---|---|
| <input type="checkbox"/> Certified Business 1: Timothy Pinckney   | <input type="checkbox"/> Council District 2: VACANT         |
| <input type="checkbox"/> Certified Business 2: VACANT             | <input type="checkbox"/> Council District 3: Cassie Schmitt |
| <input type="checkbox"/> Certified Business 3: VACANT             | <input type="checkbox"/> Council District 4: VACANT         |
| <input type="checkbox"/> Certified Business 4: VACANT             | <input type="checkbox"/> Council District 5: VACANT         |
| <input type="checkbox"/> Large Prime: VACANT                      | <input type="checkbox"/> TPU Service Area 1: Andre House    |
| <input type="checkbox"/> Open Shop Firm: Jaison “Jai” Briar       | <input type="checkbox"/> TPU Service Area 2: Michael Jordan |
| <input type="checkbox"/> Union Signatory Firm: VACANT             | <input type="checkbox"/> TPU Service Area 3: Trena Payton   |
| <input type="checkbox"/> Council District 1: Robert “Bobby” Humes |   |

V. (7:45am) Consent Agenda – Chair

- a. No consent agenda items

VI. (7:50am) Group Get-To-Know-You Activity – Kacee Woods

- a. All committee members introduce themselves and say why they joined the committee

- b. City staff introduces themselves and gives an overview on their role in supporting Equity in Contracting Advisory Committee

**VII. (8:10am) City Staff Updates – Kacee Woods**

- a. What is the Equity in Contracting Advisory Committee?
- b. Founding documentation (Resolution and Bylaws)
- c. Roles and Responsibilities and Role of EIC Program Staff/Department leadership
- d. Roberts Rules of Order and Voting
- e. Public meetings and the OPMA
- f. EIC Advisory recruitment process
- g. How the committee should communicate with city government
- h. Committee Member Required Training <https://www.atg.wa.gov/open-government-training>

**VIII. (8:45am) Establish and Vote for Chair and Vice Chair**

**IX. (8:50am) Committee Affairs**

- a. Committee Updates and Overview of work
  - Subcommittees
  - Internal Processes
  - Outreach/Communication
  - Workforce
- b. Establish and Approve subcommittee areas
- c. Discuss with new committee members which committees they may want to join
- d. Additional Orientation and Onboarding Needs

**X. (9:15am) Public Comment**

- a. Please address the Chair, and restrict comments to 3 minutes each
  - i. Zoom link for virtual attendees:  
<https://zoom.us/j/93921755135?pwd=UHB1Ym00dGJWZmtLeUE3cHBNWDFKdz09>
  - ii. Call in by phone: 253-215-8782
  - iii. Webinar ID: 939 2175 5135
  - iv. Passcode: 959442

**XI. (9:25am) Items to Consider for Next Meeting**

**XII. (9:30am) Adjourn**

- a. **Meeting Reminder:**
  - i. Regular Meeting Frequency: Third Wednesday of every quarter 7:30am – 9:30am
  - ii. February, May, August, November

**Why do we recognize the land?**

To recognize the land is an expression of gratitude and appreciation to those whose territory you reside on, and a way of honoring the Indigenous people who have been living and working on the land from time immemorial. It is important to understand the long-standing history that has brought you to reside on the land, and to seek to understand your place within that history. Land acknowledgements do not exist in a past tense, or historical context: colonialism is a current ongoing process, and we need to build our

mindfulness of our present participation. It is also worth noting that acknowledging the land is Indigenous protocol. - <http://www.lspirg.org/knowtheland>



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## NOTES