

RESOLUTION 23-027

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
PORT TOWNSEND, WASHINGTON, CREATING THE EQUITY, ACCESS AND
RIGHTS ADVISORY BOARD**

WHEREAS, on February 16, 2021, the City Council approved the Ad Hoc Committee on Law Enforcement and Public Safety report that recommended the City create a Race and Social Justice Advisory Board; and

WHEREAS, the City Council referred the recommendations of the Ad Hoc Committee on Law Enforcement and Public Safety to the Council Culture and Society Committee for consideration; and

WHEREAS, the Culture and Society Committee has researched other municipalities' diversity and equity initiatives; and

WHEREAS, the Culture and Society Committee recommended the following provisions for an Equity, Access, and Rights Advisory Board.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Port Townsend as follows:

SECTION 1. FORMATION

An Equity, Access, and Rights Advisory Board is hereby established, subject to the general provisions in Article 4 of City Council Rules of Procedure pertaining to Committees, Boards, Work Groups, & Commissions, including any amendments thereto.

SECTION 2. SCOPE OF WORK AND TASK DESCRIPTIONS

As directed by the City Council, the Equity, Access, and Rights Advisory Board is authorized to advise on the following matters:

1. Adopt rules of operation and schedule meetings.
2. Serve as the resident advisory board regarding the following:
 - a. Access to staff and the City Council for community members to raise concerns about equity and rights;
 - b. Outreach and collaboration with the community, community organizations, and other jurisdictions, including maintaining a list of outside resources to assist community members;
 - c. Issue resolution and informed feedback on proposed policies for staff and City Council;
 - d. Standing task force to assist the City Council Culture and Society Committee in furthering equity, access, and rights in the City of Port Townsend;

- e. Review and update assistance of the City's Equity, Diversity, and Inclusion Statement; and
 - f. Barriers identification and possible solutions for participation in City government and programs.
3. Formulate recommendations on select proposed ordinances, resolutions, proclamations, plans, and procedures.
 4. Formulate recommendations to City Council, staff, other advisory boards regarding equity, access, and rights education, training, and resources.
 5. Propose to City Council, and when directed, convene public listening sessions on difficult community issues and recommend equitable and effective actions.
 6. Provide a forum for discussing equity, access, and human rights issues.
 7. Identify issues and provide City Council with feedback regarding equity, access, and rights.
 8. Provide such other functions as directed by City Council.

SECTION 3. TERM OF COMMITTEE – SUNSET PROVISION

This committee shall constitute a standing advisory board, subject to further City Council resolution. No sunset provision is established.

SECTION 4. MEMBERSHIP

The Equity, Access, and Rights Advisory Board shall consist of no less than five and no more than nine members to be appointed by the Mayor with the consent of the City Council, from residents, business owners, or others with a demonstrable tie to Port Townsend who are recognized as having fitness for such positions, with the following additional provisions:

1. The members of the Equity, Access, and Rights Advisory Board should be at least fourteen years old and should represent a broad spectrum of backgrounds and points of view. Members should be collaborative active listeners who embrace diversity and understanding.
2. All members of the Advisory Board must have demonstrated interest in or knowledge of the community's equity, access, and rights.

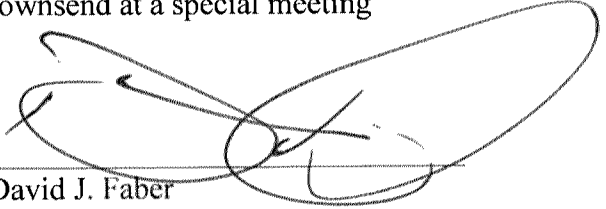
SECTION 5. TERMS OF OFFICE

The term of office shall be three years, except that the initial appointments shall be staggered from one to three years, so that no more than three members shall have their terms expire in any one year.

SECTION 6. MEETINGS


The Advisory Board will begin meeting when five members have been appointed, but no sooner than sixty days from the adoption of this resolution.

ADOPTED by the City Council of the City of Port Townsend at a special meeting thereof, held this 12 day of June 2023.




David J. Faber
Mayor

Attest:



Alyssa Rodrigues
City Clerk

Approved as to form:



Heidi Greenwood
City Attorney