

THE RACE EQUITY ADVISORY COMMITTEE WILL HOLD THIS MEETING
IN PERSON AND USING A VIRTUAL, ZOOM WEBINAR PLATFORM

MEMBERS OF THE PUBLIC WILL BE ABLE TO ATTEND AT
CITY HALL OR CALL IN TO THE ZOOM WEBINAR

PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:

<https://bainbridgewa.zoom.us/j/97751595218>

Telephone: 1-253-215-8782

Webinar ID: 977 5159 5218

AGENDA

- 6:00 CALL TO ORDER
Roll Call/Accept or Modify January 4, 2024 minutes/ Accept or Modify March 7, 2024 agenda/
Conflict of Interest Disclosure/Code of Conduct/Suquamish Ancestral Lands Acknowledgment

Welcome, new-term liaisons!
- 6:05 PUBLIC COMMENT
Public comment is accepted at this time on any topic of interest. Each commenter will have three minutes, or such amount as the meeting chair determines, to speak. Public comment is typically received by the committee, with no response. The lack of comment is not an endorsement or a denial of the comment. Public comment may be provided in-person or remotely through Zoom.
- 6:10 EQUITY & INCLUSION MANAGER REPORT
*Something New program
*Council Chambers cultural timeline art piece
*Kitsap ERACE call for statement on Palestine/Israel
*Juneteenth Task Force
*Racial Equity Lens
- 6:25 AFFORDABLE HOUSING PROJECT
- 6:35 COUNCIL-APPROVED RECOMMENDATIONS FOR CITIZEN ADVISORY COMMITTEES
- 6:40 COUNCIL-APPROVED PROCESS FOR FILLING PLANNING COMMISSION VACANCIES

- 6:45 UPDATE ON COMMUNITY ACTION
- 6:50 UPDATE ON BYSTANDER WORKSHOP
- 6:55 SUBCOMMITTEE PROGRESS REPORTS
- A. Public Outreach
 - B. Finance
 - C. Law & Policy
 - D. Operations
 - E. Climate
 - F. Drone (draft statement of intent in agenda packet)
 - G. Comp Plan
- 7:10 CITY COUNCIL MEETING REPORT
- *Next monitoring: March 12 (Jing), March 19 and 26 (Lynn)
- 7:20 GOOD OF THE ORDER
- 7:25 REPORT OUT ITEMS FOR COUNCIL
- 7:30 ADJOURNMENT

COBI Race Equity Advisory Committee Minutes—January 4, 2024

CALL TO ORDER

Members present: Renni Bispham, Jing Fong, Olivia Hall (via Zoom), Caitlin Lombardi, Savanna Rovelstad (via Zoom), Eric Stahl. Liaisons Brenda Fantroy-Johnson, Clarence Moriwaki.

Excused: Lynn Beck, Raul Camacho

Also present: E&I Manager Anshu Wahi

MOTIONS

1. Motion to accept November 2, 2023 minutes. Approved 6-0.
2. Motion to accept the agenda (with discussion of possible REAC tabling at 1/14 MLK celebration to be addressed during Good of the Order). Approved 6-0.

REPORT OUT ITEMS

1. REAC will discuss the pending process for updating the City's Design Review processes to comply with HB1293 and SB5290, with an eye toward engaging the review committee and assuring an equity lens is applied to its decisions.

PUBLIC COMMENT

Barbara Ruys (via Zoom): The Baha'i community on Bainbridge Island has been hosting a race amity event periodically since the 1960's. It takes place the second weekend in June. The community is interested in coordinating with REAC on the 2024 event.

PRESENTATION ON AFFORDABLE HOUSING PROJECT

City Manager King presented, for REAC's situational awareness, a potential affordable housing plan COBI is contemplating for the old police station building (625 Winslow Way East). This is a refined version of a project the City asked a consultant to consider in 2022 but determined was not financially feasible. The current project, to be presented to the Council this month, contemplates 100 units at 60 percent AMI (area median income) with some commercial retail space. The project would be competitive for federal Low Income Housing Tax Credits and financed by a mix of COBI cash contributions, tax credit equity and other housing finds. A City consultant evaluated the project as financially feasible, with more return on investment than alternatives (such as selling the property to fund affordable housing elsewhere). Council will determine whether to proceed with the planning and whether this is the right use for the site.

PRESENTATION ON LAND APPROVAL PROCESS

City Manager King also presented on pending changes in how COBI processes planning permits. New legislation (HB1293 and SB5290) requires cities to expedite the design review process by generally allowing only a single review to be completed within a set period of time. COBI is

convening a committee to assure its design review processes comply with these laws. The committee has not yet convened but will be comprised of members from the Design Review Board, Planning Commission, Chamber and at large. The committee's timeline is unclear, but its process is expected to play out over the year.

Some cities have used this new legislation as an opportunity to consider rules to promote affordable housing e.g., allowing for expedited or no design review. Mayor Fantroy-Johnson noted that DRB is an equity issue, e.g. affordable housing plans sometimes get stuck in design review. The new policy should be considered through an equity lens.

Discussion was held around REAC having input into the process, which is still in the early stages. The Law and Policy Committee will discuss at its next meeting how to engage the process.

REPORT OUT

The committee discussed its existing "report out" template as a means for communicating our work to the City Council. It was recognized that the template is more geared toward a six-month recap of our annual work plan.

The committee also discussed more generally how we communicate with the City Council. E&I Manager Wahi suggested the protocol is to communicate through our council liaisons. It was agreed that going forward, REAC minutes would include a section flagging items to be reported to the City Council.

DISCUSSION OF JOINT CITY COUNCIL-REAC WORKSHOPS + NEXT STEPS

E&I Manager Wahi distributed a summary of the "garden plot" points discussed at the joint council/REAC workshops, and noted that Scott Winn is contracted to provide up to 5 hours of additional work. The Operations Committee will discuss and make recommendations on what REAC sees as key follow-up items and required resources to support it.

UPDATE ON COMMUNITY ACTION (Caitlin, Renni, Savanna)

REAC discussed follow-up items from its prior discussions. Caitlin is working on an op-ed article. We also discussed adding a high school or youth member to REAC and reaching out to student art groups or others to create a reusable banner for future events; those are still in process. Caitlin has had discussions with BISD administration about having a REAC member sit in on the high school's EMSA meetings.

BYSTANDER TRAINING

Jing reported on her discussions with Healing Equity United, which has a presence in Seattle. HEU could provide an in-person 5-hour bystander training event with 2 facilitators and up to 75 people, for around \$5000. Jing and Eric recommended proceeding with this group as the best option. We have a budget for the event. Issues to consider include access to the event (first-

come first-serve or something else?); timing; potential collaboration with other groups or potential sponsors; and accommodating childcare. Event referred to the Public Outreach Committee for further consideration.

SUBCOMMITTEE PROGRESS REPORTS

- Public Outreach

E&I Manager Wahi reported that we can reach out to people on our existing mailing list to ask if they want to opt in to future REAC emails. She will facilitate.

- Drones

E&I Manager Wahi met internally with COBI's emergency management coordinator about creating a BIPD statement of intent regarding drone use and issues raised by REAC. She will present it for REAC's review.

GOOD OF THE ORDER

Akueya Vargas invited REAC to table at the January 14 MLK Seeding the Dream celebration. She noted REAC/RETF was a founding member of this event, which is intended to promote community engagement and cultivate events around social justice and civil rights.

Council member Moriwaki invited the community to the upcoming Mochi Tsuki event at Woodward Middle School.

Savanna announced she probably needs to step down from REAC in March or April. She does so with a heavy heart.

The meeting adjourned 7:47 pm.



CITY OF
BAINBRIDGE ISLAND

Race Equity Advisory Committee Code of Conduct

The Bainbridge Island Race Equity Advisory Committee encourages community attendance and participation. We are committed to providing a safe environment free from discrimination and harassment.

We ask all meeting participants to embrace our values of equity and inclusion and to conduct themselves in a manner consistent with these values. Please be prepared to participate in courageous conversation. Stay engaged. Agree to experience discomfort. Feel welcome to speak your truth. Expect and accept non-closure.

The Race Equity Advisory Committee has assigned two designees as the first point of contact for anyone who thinks that they have experienced discrimination, harassing or otherwise unacceptable behavior during this meeting. Please contact a designee if you have any concerns.

Today's designees the Chair and Vice Chair.



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PLACE OF THE CLEAR SALT WATER



LAND ACKNOWLEDGEMENT STATEMENT

“Every part of this soil is sacred in the estimation of my people. Every hillside, every valley, every plain and grove, has been hallowed by some sad or happy event in days long vanished.”

Chief Seattle 1854

We would like to begin by acknowledging that the land on which we gather is within the ancestral territory of the suq̓wəbš “People of Clear Salt Water” (Suquamish People). Expert fisherman, canoe builders and basket weavers, the suq̓wəbš live in harmony with the lands and waterways along Washington’s Central Salish Sea as they have for thousands of years. Here, the suq̓wəbš live and protect the land and waters of their ancestors for future generations as promised by the Point Elliot Treaty of 1855.



SUQUAMISH TRIBE



Recommendations related to City Advisory Groups

Approved Jan. 23, 2024

1. Confirm that at current City staffing levels, additional committees are not recommended. The Ad Hoc Committee discussed the current number of standing committees, and determined that while no standing committee reductions are recommended, current staff and room availability do not support adding additional groups. City finances do not support adding additional staff, which would be needed for more committees.
2. Establish a range for membership of 5 to 7 positions, reducing by attrition, or at appointment intervals over time.
3. Establish on-going (year-round) recruitment for all committees, boards and commissions.
4. Confirm that typically, members of City Advisory Groups serve for three-year terms, ending in June.
5. Committee members who are currently serving on a committee and wish to serve for another term should so indicate; other applicants may also be considered and re-appointment is not guaranteed.
6. Formalize that the selection process:
 - Includes screening of applications; not all applicants will be interviewed.
 - Establish selection panels that are consistent across all groups, per BIMC 2.01.015. Standard selection committee the mayor (or deputy mayor), the committee liaison, and a committee chair (or vice chair).
 - Recognize that appointment to a committee is not guaranteed. Some positions may be left unfilled at the discretion of the selection panel and Council.
 - Recognize that the needs of committees, boards, and commissions are dynamic and complex; situational considerations are a part of the selection process.
7. Recognize that civil conduct and professional communication is necessary for committee work. Council shall establish conduct expectations for committee members. The liaison or mayor will follow up with individuals who don't adhere to the standards, per the standards in the Bainbridge Island Municipal Code.
8. Beginning in 2024, Council will conduct a periodic review of all committees to determine if any should sunset.
9. Recognize that a clearly-defined scope of work for each committee, board or commission is fundamental to success. Within that context, Council should direct the development of the work plan and subsequent approval. Committee work plans will be consistent with Council priorities and policies.
10. Schedule a Council review of work plans for each committee, board or commission in the first quarter of the year.
11. In order to recognize the expertise of the members, committees may by majority action of the committee suggest new ideas for Council consideration. Council may then amend the committee work plan to include the new topic as suggested by the committee.

City of Bainbridge Island
Statement of Intent Regarding Drones Operated by Bainbridge Prepares

The City of Bainbridge Island Emergency Management Coordinator is responsible for the official activation of the Bainbridge Prepares Tech Ops Uncrewed Aircraft Systems (UAS) Team. Requests for activation and support are made when it is believed that arial/UAS footage would aid in emergency response operations. Requests for activation will come from the Emergency Operations Center (EOC), the Bainbridge Island Fire Department, or other public agency needing real-time situational awareness related to:

- Firefighting & EMS Support
- Search & Rescue Operations
- HAZMAT/Environmental Response
- Real-time and post-event Damage Assessment data collection (post-earthquake, landslide, wildfire)

Note – the Bainbridge Prepares UAS team specifically prohibits operations where the enforcement of criminal laws is the primary purpose.

Bainbridge Prepares owns, stores, and maintains drone footage (video and photos) obtained through any approved activation. Drone footage becomes public record when requested by a government agency and used in the course of emergency response operations.

Any time the Bainbridge Prepares Tech Ops UAS team is activated and records an exercise, training, or real response, the footage will be stored in a secure Bainbridge Prepares google drive folder. Any footage that is then requested or used by the EOC, Emergency Management Coordinator, Fire Department, or other agency would also be stored by the agency and kept as a public record. The full recordings are not public record unless they are requested and provided in their entirety to a public agency.

The Bainbridge Island Police Department will not request or activate the Bainbridge Prepares UAS team for criminal investigative purposes. All requests for support in Search & Rescue Operations will be directed through the Emergency Management Coordinator.

Any UAS resource utilized by the City of Bainbridge Island and the Bainbridge Island Police Department from any agency shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- To harass, intimidate or discriminate against any individual or group.
- To search any place where a person has a reasonable expectation of privacy without a warrant or a lawful exception to the warrant requirement.
- To conduct personal business of any type.

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

The Bainbridge Island Police Department will establish a policy consistent with these guidelines.

Uncrewed Aerial Systems

608.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of uncrewed aerial systems (UAS) and for the storage, retrieval and dissemination of images and data captured by the UAS. The Bainbridge Island Police Department does not operate a UAS program but may utilize the resources of other agencies in fulfilling law enforcement and public safety purposes.

608.1.1 DEFINITIONS

Definitions related to this policy include:

Uncrewed aerial system (UAS) - An uncrewed aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an uncrewed aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

608.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. A UAS shall be deployed only for specific public safety missions with the approval of the Chief of Police or Deputy Chief, in compliance with all applicable laws, and only by trained and authorized personnel. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

608.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

608.4 AUTHORIZED USE OF UAS

All deployments of UAS must be specifically authorized by the Chief of Police or Deputy Chief. This agency has recognized the ability of UAS to provide an aerial visual perspective in responding to emergency situations, exigent circumstances, crime and collision scene reconstruction, and participation in training activities. UAS may be deployed in the following situations:

- Video or photographs for investigative support
- Search and rescue
- Barricaded persons

Uncrewed Aerial Systems

- Traffic collisions
- Disaster response
- Marine assistance
- Training events

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

608.4 PROHIBITED USE OF UAS

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- To harass, intimidate or discriminate against any individual or group.
- To search any place where a person has a reasonable expectation of privacy without a warrant or a lawful exception to the warrant requirement.
- To conduct personal business of any type.

The UAS shall not be equipped with weapons of any kind.

608.6 RETENTION OF UAS DATA

Data collected by the UAS and utilized by the Bainbridge Island Police Department shall be retained as provided in the established records retention schedule.