



City of
Federal Way
Diversity Commission

City of Federal Way Diversity Commission

2022 Work Plan

OUR VALUES:

1) Helpfulness

Expect commissioners to be willing to assist others and to help improve our community by:

- Welcoming one-on-one access for new commissioners through an initial meet and greet outside of official meeting
- Identifying team strengths and each other's passions
- Supporting community-oriented diversity programs through awareness and development

2) Responsibility

Maintain a high level of commissioner accountability to each other, the City government, and to our diverse community through:

- Civility
- Sharing the workload
- Transparency
- Mutual trusting that intent is genuine
- Verifying that commitments are fulfilled
- Listening and participating at community events and meetings
- Communication with the City's elected officials as directed by City Ordinance

3) Involvement

Encourage high level of participation with others in decision-making and problem-solving:

- Support involvement through attendance & participation in the Diversity Commission meetings and at Commission events
- Participate in subcommittees
- Encourage input during meetings through a philosophy that "no comment or idea is unimportant"
- Commissioners shall align their individual priorities to the Diversity Commission's mission

4) Consultation

The Commission shall consider its larger context within Federal Way and the long-range impact on our community in making strategic decisions by:

- *Adventure and New Approach* – take new risks that lead to better/redefined best practices
- *External Resources* – look to regional- and national-level environments for knowledge
- *Community Awareness and Insight* – intentionally seek an understanding of community concerns and community knowledge
- *Commission Intelligence* – seek added value within "us"- the Commission
- *Mayor/Council Knowledge & Understanding* – Communicating with elected officials



OUR MISSION:

To advise City government to ensure Federal Way is a community that is united amidst diversity, where everyone is equally respected, valued, needed, and cherished. Equality is not sameness; it is equivalent value.

BRAND PROMISE:

The Diversity Commission is dedicated to helping Federal Way become a city where all people have a feeling of belonging and sharing community, where there is equal access to information and resources for all, and where there are equal opportunities for all.

ONE-YEAR STRATEGIC OBJECTIVES:

The City of Federal Way Diversity Commission shall engage with Federal Way residents and businesses at the neighborhood level during the next year. The intention is to build the Commission's knowledge about local and regional equity issues facing our city's residents. We will document this knowledge and use it to achieve our mission.

2022 Work Plan

- 1) The Diversity Commission will serve as an advocacy group to the City Government of Federal Way to:
 - a) Promote issues that the Diversity Commission believes are important
 - b) Issue statements/resolutions that promote Diversity, Equity, Inclusion, and Justice
 - c) Work Collaboratively with Federal Way City Council and Mayor's Office to support ongoing work that supports diversity, equity, inclusion, and justice.
- 2) The Diversity Commission shall partner with community groups and other organizations to gather input from the community regarding equity and diversity issues in the City; thus, building the Commission's understanding and focusing on future initiatives to address these issues. The Diversity Commission will appoint/designate members for this subcommittee.
 - a) The Subcommittee will be responsible for the development and implementation of community engagement opportunities. Input from the Diversity Commission will be required.
 - b) Subcommittee will visit or invite to its meetings individuals, groups or organizations engaged in diversity, equity, inclusion, and justice work.
 - c) In the event of overlapping goals, the Diversity Commission will work collaboratively with other offices, agencies, and commissions of the City of Federal Way.
- 3) The Diversity Commission will remain active members of the Federal Way Community through their participation and promotion of community events and activities that intersect with the Commission's Mission. The Diversity Commission may also explore additional opportunities for community engagement and interaction.
- 4) The Diversity Commission will continue to evolve its processes and workplans. This workplan is organic and does not represent the full opportunities that the Diversity Commission can work on. The Diversity Commission reserves to the right to call special meetings to address certain community issues that will impact the City of Federal Way. The Diversity Commission may include opportunities to discuss current local, state, and federal issues around Diversity, Equity, Inclusion, and Justice.
- 5) The Diversity Commission reserves the right to add to and amend the work plan in order to match closely with current events and priorities.
- 6) The Diversity Commission will seek opportunities to provide timely communication to the at-large community and City Government of Federal Way by:
 1. Leveraging Social Media
 2. Active use of the City of Federal Way Diversity Commission website to post meeting information and other resources
 3. Publishing articles or other information



Annual Diversity Commission Events

- City of Federal Way MLK Celebration
- Martin Luther King Jr. Food Drive (January)
- Federal Way Elementary School Book Drive
- Participate in the Multi-Cultural Nights at schools and other local venues.
- Flavor of Federal
- Sponsor and partner with local community organizations

Annual Review of the Diversity Commission's Work

Provide an overview of the Diversity Commission's accomplishments.

Subcommittees

The Diversity Commission uses a subcommittee structure to carry out some of the work and engage Commissioners in planning. Subcommittees may be either ad hoc or ongoing. Subcommittees that have existed in the past, recently, or currently include:

- a) Community Forums
- b) Community Outreach
- c) Efforts & Availability in Social Media
- d) Flavor of Federal Way
- e) Implicit Bias Training
- f) MLK Community Event (with the FWPS)
- g) MLK Food Drive
- h) Rep Roger Freeman Award
- i) Retreat Planning
- j) Research Organizations in Federal Way
- k) Workplan

The Diversity Commission may use any of the committees above or add additional committees if needed.