

**REGULAR PARK BOARD MEETING AND AGENDA  
FEBRUARY 14, 2022  
6:00 PM REGULAR MEETING  
REMOTE MEETING**



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Protecting the public, our partners, and our staff are of the utmost importance.  
Due to recent health concerns with the novel coronavirus and in compliance with  
the Governor's Executive Order 20-28.15  
this meeting will be held remotely.

The public is encouraged to participate via telephone or Zoom and will be given opportunities to  
comment, as noted below.

**Join remotely**

Join Zoom Meeting

<https://us06web.zoom.us/j/81605898827>

via telephone :1-253-215-8782

Webinar ID: 816 0589 8827

Community comment is encouraged to be submitted in advance of the meeting in written form. Please submit written comments to the Board by 4pm on February 14, 2022 by e-mailing them to Jennifer Bowman at [jenniferb@tacomaparks.com](mailto:jenniferb@tacomaparks.com) Comments will be compiled and sent to Board members in advance of the meeting. Comments may also be left on voicemail at 253-305-1091 by 4pm on February 14, 2022. Verbal comments will also be allowed during the meeting. To request to speak during community comments, please press the Raise Hand button near the bottom of your Zoom window or \*9 on your phone. All speakers will have up to three minutes to speak.

**METROPOLITAN PARK DISTRICT  
OF TACOMA**



**AGENDA**

**FEBRUARY 14, 2022**

**6:00 P.M.**

**REMOTE MEETING**

Via Telephone: 1-253-215-8782

Enter Meeting ID: 816 0589 8827

Participant ID: no ID needed just press #

Join Zoom Meeting

<https://us06web.zoom.us/j/81605898827>

**MEETINGS ARE RECORDED AND MAY BE HEARD AT THE  
PARK DISTRICT OFFICES UPON REQUEST**

**COMMISSIONERS**

**ANDREA SMITH, PRESIDENT**

**AARON POINTER, CLERK**

**ERIK HANBERG**

**TIM REID**

**ROSIE AYALA**

6:00 P.M. **CALL TO ORDER**

**ROLL CALL**

**FLAG SALUTE**

**SPECIAL PRESENTATIONS** BLACK HISTORY MONTH PROCLAMATION

**PRESIDENT'S REPORT**

**STANDING COMMITTEE & COMMISSION REPORTS**

**EXECUTIVE DIRECTOR'S REPORT**

**REGULAR MEETING**

**COMMUNITY COMMENTS**

Community comment is encouraged to be submitted in advance of the meeting in written form. Please submit written comments to the Board by 4pm on February 14, 2022 by e-

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"Park District meeting sites are accessible to people who require special accommodations, please contact 305-1091 48 hours prior to the meeting time."



mailing them to Jennifer Bowman at [jenniferb@tacomaparks.com](mailto:jenniferb@tacomaparks.com) Comments will be compiled and sent to Board members in advance of the meeting. Comments may also be left on voicemail at 253-305-1091 by 4pm on February 14, 2022. Verbal comments will also be allowed during the meeting. To request to speak during community comments, please press the Raise Hand button near the bottom of your Zoom window or \*9 on your phone. All speakers will have up to three minutes to speak.

**MINUTES**

(5-8) MINUTES OF THE JANUARY 24, 2022 REGULAR BOARD MEETING

**CONSENT AGENDA**

- (9-10) **RESOLUTION NO. C5-22:** APPROVAL OF WARRANTS CLAIM FUND FOR JANUARY 2022  
(Contact: Debbie Terwilleger, Director of Business Administration & Planning)
- (11-14) **RESOLUTION NO. C6-22:** APPOINTING MEMBER TO THE NATURE & ENVIRONMENT ADVISORY COUNCIL  
(Contact: Mark Knowlden, Interim Director of Parks & Recreation)
- (15-18) **RESOLUTION NO. C7-22:** APPOINTING MEMBER TO THE ACTIVE LIFESTYLE AND COMMUNITY WELLNESS ADVISORY COUNCIL  
(Contact: Mark Knowlden, Interim Director of Parks & Recreation)

**REGULAR AGENDA**

**PURCHASING RESOLUTIONS**

*(Requiring one reading for adoption)*

**PUBLIC WORKS PURCHASING RESOLUTIONS**

*(Requiring one reading for adoption)*

**SINGLE READING RESOLUTIONS**

*(Requiring one reading for adoption)*

- (19-21) **RESOLUTION NO. R8-22:** FUNDING A JOINT STAFF POSITION AT THE TACOMA/PIERCE COUNTY HEALTH DEPARTMENT, FOCUSED ON JOINT MATTERS RELATED TO ADVANCING EQUITABLE COMMUNITY ENGAGEMENT  
(Contract: Sandra Eliason, Chief Marketing & Communications Officer)

**SECOND READING RESOLUTIONS**

*(Requiring two readings for adoption)*

**FIRST READINGS:**

*(Requiring two readings for adoption)*

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**BOARD COMMENTS**

**ADJOURNMENT**

**UPCOMING BOARD MEETINGS**

February 16, 2022	Capital Improvement Committee	5:00 PM	Remote Meeting
February 28, 2022	Regular Board Meeting	6:00 PM	Remote Meeting
March 14, 2022	Regular Board Meeting	6:00 PM	Remote Meeting

\*Remote meeting details can be found on the Metro Parks Website [www.metroparkstacoma.org](http://www.metroparkstacoma.org)

\*Committee Meetings are subject to change - please check the Metro Parks Website, [www.metroparkstacoma.org](http://www.metroparkstacoma.org) for the most up to date meeting schedules.





**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
JANUARY 24, 2022**

PRESENT: Andrea Smith, President  
Aaron Pointer, Clerk  
Erik Hanberg  
Tim Reid  
Rosie Ayala

IN THE CHAIR: Andrea Smith

PLACE: Hybrid Remote Meeting

**STUDY SESSION**

Sandra Eliason began the session informing the Board about the work staff is undertaking in order to collaborate with other agencies in Tacoma in order to propel the outreach and engagement work in the community. Renee Meschi was introduced as the program manager for the Equity Action Collaborative. Ms. Meschi commented that the public does not always differentiate between local municipal agencies and that any one of our organizations can impact belief and trust in our organizations. She highlighted that when agencies coordinate that there is more opportunity and less risk. Ms. Meschi then informed the Board that that collaborative work in the areas of equitable community engagement can help local municipalities in Tacoma reach goals together through shared data, calendars, policies, surveys and best practices. She stated that this collaboration includes structures to support shared positions, online engagement platforms, collaboration tools and baseline data.

Ms. Meschi noted the shared goal of the collaboration is diverse engagement, especially in historically marginalized & excluded communities. She continued by stating that building a Community Engagement Framework together by coordinating surveying efforts, data sharing agreements, adopting processes to jointly communicate follow up with each other will build community trust. In addition, it will minimize the risk of survey fatigue that leads to low engagement & low trust.

Ms. Meschi then shared that using participatory processes through the collaborative will allow the agencies involved to continue to grow as regional leaders in participatory budgeting, planning and policy making. It was noted that doing these things separately can cause mistakes and confusion for constituents. She further explained that standardizing best practices amongst the agencies in the collaborative creates a better experience for community participants. Ms. Meschi also discussed the shared goal for the collaborative as it relates to incentives and compensation. She explained that fairly valuing lived experiences means fairly compensating and standardizing community compensation such as gift cards, consultation and insurance umbrellas. She continued to note that there is a risk when different processes and rates are used when valuing community expertise as our current systems are not set up to easily work with individuals and community groups.

The presentation concluded with Ms. Meschi speaking about the shared training, tools and templates for the collaborative . She noted the benefits and stated that a commonly informed community coupled with meaningful actions to build trust and minimize fatigue in relationships with diverse community groups is a goal.

Commissioner Hanberg asked several clarifying questions about the how the structure of the collaborative works. Discussion ensued about how an agency amabassdor position for each agency could work. Commissioner Hanberg stressed the need for diversification in these roles.

Commissioner Ayala commented that she is grateful for the work that is being undertaken to take this collaboration to the next step.

Commissioner Pointer stated that he feels trust is so important in keep up relationships in the community.

Commissioner Smith commented that she feels this will be funding well spent to continue to improve community engagement.

Sandra Eliason concluded the presentation stating that staff will be bringing a resolution forward for Board consideration at the next meeting related to funding a shared position for the collaborative project manager.

### **REGULAR MEETING**

The regular meeting of the Metropolitan Park District Board of Park Commissioners was called to order by Commissioner Hanberg at 6:15 p.m.

**SPECIAL PRESENTATIONS** None

### **PRESIDENTS REPORT**

President Smith commented on the success of the virtual Fort Nisqually Burns Dinner that she attended last Saturday. During the event the success of online programming through the Fort's volunteer program.

### **STANDING COMMITTEE AND COUNCIL REPORTS**

#### **Arts & Heritage Advisory Council**

Commissioner Hanberg noted that at the last meeting the council elected is 2022 chair. The council also discussed temporary art work at Eastside Community Center and Wright Park. Commissioner Hanberg commented that the council is currently recruiting new members.

#### **Nature & Environment Advisory Council**

Commissioner Ayala stated that while recruiting new members the council is also looking at skills and competencies of membership on the council.

Joint Municipal Action Committee

President Smith commented that at the January 14<sup>th</sup> JMAC meeting the committee confirmed their areas of focus for 2022 will be JEDI, Health in all Polices and Community Wealth Building. The committee also received a presentation related to the Tacoma Equity Index.

Active Lifestyle and Community Wellness Advisory Council

Commissioner Pointer noted that this committee is scheduled to meet this Thursday.

**EXECUTIVE DIRECTOR’S REPORT** None**COMMUNITY COMMENTS** None**MINUTES OF THE JANUARY 10, 2022 REGULAR BOARD MEETING**

Commissioner Pointer moved to adopt the minutes as presented; seconded by Commissioner Hanberg and passed on a vote of 5-0.

**CONSENT AGENDA** None**PURCHASING RESOLUTIONS****RESOLUTION NO. P4-22: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA**

1. MCROBERTS SEAFOOD FOR VARIOUS SEAFOOD (ANIMAL FOOD) IN THE AMOUNT OF \$91,783.00
2. WASHINGTON CITIES INSURANCE AUTHORITY (WCIA) FOR PROPERTY, LIABILITY AND AUTO INSURANCE IN THE AMOUNT OF \$802,586

Commissioner Pointer moved to adopt the resolution seconded by Commissioner Ayala.

Alan Varsik commented that the Board passed resolution P2-22 approving a purchase from Pisces Seafood. Staff was then informed when the order was placed that Pisces Seafood could no longer supply the herring that is needed. He noted that staff will now need to use another vendor (McRoberts) who is able to provide the seafood, however, the average price per pound increased by \$1.79/pound.

Debbie Terwilleger commented that WCIA provides insurance for the District. She further commented that although there is an anticipated increase, individual member rates may vary based on claim losses from the previous year. Ms. Terwilleger commented that for Metro Parks Tacoma, Auto Physical Damage, Equipment Breakdown, Crime/Fidelity, and Property have increased as expected. However, the District’s liability premium decreased about \$139,000 due to lower claims experience in 2021. She stated that the overall total assessment decreased by about \$69,000 compared to last year.



Being no additional comments, the question was called, and the resolution passed on a vote of 5-0.

**PUBLIC WORKS PURCHASING RESOLUTIONS** None

**SINGLE READING RESOLUTIONS** None

**SECOND READINGS RESOLUTIONS** None

**FIRST READING RESOLUTIONS** None

**UNFINISHED BUSINESS** None

**NEW BUSINESS** None

**BOARD COMMENTS**

Commissioner Pointer commented on the weekend football games.

**ADJOURN**

Being no further business, the meeting was adjourned at 6:30 p.m.

\_\_\_\_\_

President

\_\_\_\_\_

Clerk

Submitted by: Jennifer Bowman, Board Secretary

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. C5-22**

**APPROVAL OF WARRANTS CLAIM FUND FOR JANUARY 2022**

WHEREAS, the Board of Park Commissioners approved, appropriated and adopted the 2021-2022 Biennial Budget in Resolution No. RR56-20, dated December 14, 2020, to meet public expenses, bond retirement, interest and operational expenses for the biennium ending December 31, 2022: and

WHEREAS, the Board of Park Commissioners has authorized the Executive Director to establish procedures to meet the fiscal year public debt, to maintain accountable records of all transactions, and to provide certification that labor and debt claims have been met; now, therefore, be it.

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the warrants issued to meet obligations in the Warrants Claim Fund and the Disbursements by Funds in the amounts and for the period indicated on Attachment "A" have been audited and certified by the auditing officer as required by RCW.42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, be approved for payment.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2022.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

BLANKET CERTIFICATION AND WARRANT APPROVAL FORM

AUDITOR'S CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the Metropolitan Park District of Tacoma, and that I am authorized to authenticate and certify to said claim.

FOR THE PERIOD STARTING JANUARY 1, 2021 AND ENDING JANUARY 31, 2022.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

Warrant Serial Numbers <u>336015</u> to <u>336198</u>	AMOUNT:	<u>\$6,969,208.83</u>
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PAYROLL CLAIMS FUND:

Warrant Serial Numbers <u>054386</u> to <u>054482</u>	AMOUNT:	<u>\$50,318.11</u>
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(Most employees receive payment through direct deposit advice, which are paid to the bank through the Accounts Payable Claims Fund.)

TOTAL	<u>\$7,019,526.94</u>
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Finance and Accounting Auditing Officer  
Metropolitan Park District of Tacoma

- Warrant summary reports are available with the board secretary.
- Detail reports and claim vouchers are available in the Finance and Administrative Services Office.



**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Commissioner Rosie Ayala, Nature & Environment Advisory Council Board Liaison

FROM: Jennifer Crump, Nature & Environment Advisory Council Chair

**SUBJECT: Appointing New Member to the Nature & Environment Advisory Council**

DATE: February 2, 2022

**EXECUTIVE SUMMARY:** The application for membership of the Nature & Environment Advisory Council was reviewed by the board liaison, staff and the council. It is the recommendation of the entire council that the Board of Park Commissioners appoint the candidate for a three-year term to conclude in February 2025. A copy of the candidate's application is attached.

**BACKGROUND:** The Board of Park Commissioners adopted RR20-14 to redefine citizen advisory councils roles to be better align with the District's four mission-driven areas. The District maintains these Councils in order to have citizen engagement in Park District functions and to foster a broad range of citizen input and expertise in strategic decision-making and policy-development. Citizen advisory councils are important vehicles for the implementation of the District's participation policy and are aligned with best practices in the industry.

The Nature & Environment Advisory Council has reviewed the application submitted by Ronald Babb and interviewed the candidate. We have determined that he:

1. Has knowledge, interest and skills related to the Advisory Council Charter.
2. Has interests related to the parks, programs, and facilities operated by Metro Parks Tacoma.
3. Would make a good addition to the existing composition of the Council.
4. Is willing and able to commit to the Charter and goals of the Council.

This appointment will put the council at twelve members.

**FISCAL IMPACT:** None

**ADDITIONAL INFORMATION:** For additional information, contact Mark Knowlden, Interim Director, Department of Parks & Recreation at 253.305.1067.

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. C6-22**

**APPOINTING MEMBER TO THE  
NATURE & ENVIRONMENT ADVISORY COUNCIL**

WHEREAS, Metro Parks Tacoma seeks to provide quality programs and services to all its customers and residents; and

WHEREAS, Metro Parks Tacoma wishes to utilize the input and expertise of a broad base of community members for guidance in the development of its programs and services; and

WHEREAS, the Board of Park Commissioners has established four Citizen Advisory Councils for the purpose of aiding the Board of Park Commissioners by assessing and recommending policy and program decisions that influence mission-led interest areas; and

WHEREAS, there are current vacancies on the Nature & Environment Advisory Council;  
and

WHEREAS, Ronald Babb has applied to serve on the Council; and

WHEREAS, the board and staff liaison to the Nature & Environment Advisory Council, as well as the entire council membership, support this appointment; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to appoint the following citizen to serve on the Nature & Environment Advisory Council.

Ronald Babb, Term Expires on February 28, 2025.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a meeting held on \_\_\_\_\_, 2022.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

# Ronald Babb

**Dashboard**



**Contact Information**  
 Name: Ronald Babb  
 Mobile: [Redacted]  
 Email: [Redacted]

**History**  
 This Year 0.00 Hours  
 Lifetime 0.00 Hours  
 Last Login Tuesday, July 27, 2021

**Contact Information**

**Name** Ronald Babb  
**Username** [Redacted]  
**Email Address** [Redacted]  
**Secondary Email Address** [Redacted]  
**Mobile Email** [Redacted]  
**Cell Phone** [Redacted]  
**Phone Preference** Not Specified  
**Date of Birth** Wednesday, October 01, 1952 (68 years old)  
**Region** English (USA)  
**Address** [Redacted]  
 Tacoma WA 98405  
 USA





**General Availability**

	Mornings	Afternoons	Evenings	Nights
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Saturday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Mornings	Afternoons	Evenings	Nights
Sunday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Custom Fields**

Custom Field	Value
<b>Agreements and Acknowledgements</b>	
I agree to the Volunteer Release and Waiver of Liability found in the information box to the right of this field.	Current: Pending: 1. I agree
I agree to the COVID-19 Safety Expectations found in the information box to the right of this field	Current: Pending: 1. I agree
<b>Additional Questions</b>	
I wish to serve on the following Advisory Council	Nature & Environment
Occupation (If retired, please indicate former occupation)	Retired, Boeing Engineering
Current Employer (or state Retired)	Retired
Education (Name of high school; college/university; year graduated/degree)	Marion High Scholl, 1971 Ball State University, 1979. Elementary and Special Education
Please describe your interests and qualifications as related to this position	I use many of the parks and recreation facilities under the cities domain. Now I am retired I feel I need to give back to my neighborhood.  The attached resume is one I used for Boeing years ago. I have been out of the resume business for many years.
Please list any involvement in professional/community activities, including any current/past involvement with MPT programs	None, too busy with work
References (Name/Address/Phone)	John P. Childs 
Resume (Please upload your resume if available)	





## **MEMORANDUM**

**TO:** Board of Park Commissioners

**THROUGH:** Commissioner Aaron Pointer, Active Lifestyle and Community Wellness Advisory Council Board Liaison

**FROM:** Brian Davern, Active Lifestyle and Community Wellness Advisory Council Chair

**SUBJECT:** **Appointing New Member to the Active Lifestyle and Community Wellness Advisory Council (ALCW)**

**DATE:** February 2, 2022

**EXECUTIVE SUMMARY:** The members of the ALCW Advisory Council recommend that the Board of Park Commissioners approve this resolution to appoint Pete Reyes to the Active Lifestyle and Community Wellness Advisory Council for a three-year term to conclude in February 2025. A copy of the candidate's application is attached.

**BACKGROUND:** The Board of Park Commissioners adopted RR20-14 to redefine citizen advisory councils roles to be better align with the District's four mission-driven areas. The District maintains these Councils in order to have citizen engagement in Park District functions and to foster a broad range of citizen input and expertise in strategic decision-making and policy-development. Citizen advisory councils are important vehicles for the implementation of the District's participation policy and are aligned with best practices in the industry.

Throughout their terms on the Council, all members and first term member(s), Pete Reyes will demonstrate:

1. Knowledge, interest and skills related to the Advisory Council Charter.
2. Interest related to parks, programs, and facilities operated by Metro Parks Tacoma.
3. Have made a good addition to the existing composition of the Council.
4. Is willing and able to commit to the charter, schedule and goals of the Council.

This appointment will put the council at ten members.

**FISCAL IMPACT:** None.

**ADDITIONAL INFORMATION:** For additional information, contact Mark Knowlden, Interim Director, Department of Parks & Recreation at 253.305.1067.



**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. C7-22**

**APPOINTING MEMBER TO THE ACTIVE LIFESTYLES AND  
COMMUNITY WELLNESS ADVISORY COUNCIL**

WHEREAS, Metro Parks Tacoma seeks to provide quality programs and services to all its customers and residents; and

WHEREAS, Metro Parks Tacoma wishes to utilize the input and expertise of a broad base of community members for guidance in the development of its programs and services; and

WHEREAS, the Board of Park Commissioners has established four Citizen Advisory Councils for the purpose of aiding the Board of Park Commissioners by assessing and recommending policy and program decisions that influence mission-led interest areas; and

WHEREAS, the Metropolitan Park District of Tacoma created the Active Lifestyles and Community Wellness Advisory Council to assist in recommendations to the Board regarding Adult and Youth Sports, Outdoor Adventures, Aquatics, Youth Development, Adaptive and Specialized Recreation, Fitness and Camps for the Metropolitan Park District of Tacoma; and

WHEREAS, Pete Reyes has applied to serve on the Council; and

WHEREAS, the board and staff liaison to the Active Lifestyles and Community Wellness Advisory Council, as well as the entire council membership, support this appointment; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to appoint the following citizen to serve on the Active Lifestyles and Community Wellness Advisory Council:

Pete Reye's, term expires in February 28, 2025.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a meeting held on \_\_\_\_\_, 2022.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

# Pete Reyes

## Dashboard



### Contact Information

Name: Pete Reyes

Home: [REDACTED]

### History

This Year 0.00 Hours

Lifetime 0.00 Hours

Last Login Wednesday, December 29, 2021

## Contact Information

Name Pete Reyes

Username [REDACTED]

Email Address [REDACTED]

Home Phone [REDACTED]

Phone Preference Not Specified

Date of Birth [REDACTED]

Region English (USA)

Address [REDACTED]

USA



## Custom Fields

Custom Field	Value
<b>About You</b>	
Pronouns	He/him
<b>Agreements and Acknowledgements</b>	
I agree to the Volunteer Release and Waiver of Liability found in the information box to the right of this field.	Current: Pending: 1. I agree
I agree to the COVID-19 Safety Expectations found in the information box to the right of this field	Current: Pending: 1. I agree
<b>Additional Questions</b>	
I wish to serve on the following Advisory Council	Active Lifestyles & Community Wellness
Occupation (If retired, please indicate former occupation)	Nurse
Current Employer (or state Retired)	Comprehensive Life Resources
Education (Name of high school; college/university; year graduated/degree)	Kaplan College- 2011
Please describe your interests and qualifications as related to this position	I am an active father of two boys (8 and 9) that visit Metro Parks and trails daily. I am a supervisor at a 27 bed psychiatric facility that uses Metro Parks during outings.
Please list any involvement in professional/community activities, including any current/past involvement with MPT programs	My wife is the treasurer on the board of the Hilltop Action Coalition and my boys and I often help with their events. We participate as family in the Litter-Free 253 events.
References (Name/Address/Phone)	Marsha White-Wofford [REDACTED] Margaret Sage [REDACTED] Dallas Lann [REDACTED]
Resume (Please upload your resume if available)	[REDACTED]





## **MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwilleger, Director of Business Administration & Planning

**SUBJECT: Advancing Equitable Community Engagement**

DATE: February 9, 2022

**EXECUTIVE SUMMARY:** This resolution provides authority for the Executive Director to enter into a contract with the Tacoma/Pierce County Health Department for a shared staffing position that focuses on improving equitable community engagement and enabling alignment of policies and best practices that center communities most impacted by systemic racism.

**BACKGROUND:** Metro Parks Tacoma (MPT) and Tacoma/Pierce County Health Department (TPCHD) share many goals related to achieving equity in our agencies and our practices in how we serve the community. Both organizations are committed to equitable service delivery, decision-making, and community engagement. Furthermore, both agencies recognize that working collaboratively on engagement policies and system changes to accomplish these goals is efficient and cost effective. This collaboration will help introduce and sustain changes that benefit the health and wellbeing of all those that live in Tacoma.

Metro Parks Tacoma and the Tacoma Pierce County Health Department have jointly agreed that the most efficient pathway to achieving goals associated with collaborating across multiple agencies towards more equitable community engagement policies and practices is to formally dedicate staff to the effort. As such, a Project Manager position, housed at the health department will be shared by both the Tacoma/Pierce County Health Department and Metro Parks Tacoma. It is anticipated that the district will contribute \$50,000 per year for a contract for service to implement engagement strategies, consultation, training, technical assistance, and tools to ensure community engagement best practices; ensure pro-equity decision-making is incorporated across Pierce County governments and agencies; and will provide leadership and direction to the Equity Action Collaborative (EAC) which currently includes the Department, the City of Tacoma and Metro Parks.

In addition to the many deliverables that jointly serve the collaborative the project manager will also provide consultation to MPT's language access efforts and piloting collaborative digital

engagement tools. The sharing of a Project Manager, resources, and trainings will strengthen the outcomes and help MPTs outreach and engagement teams efforts go further than they could alone.

**FISCAL IMPACT:** Although this \$50,000 contract for service is within the Executive Director's signing authority, the services are being requested to leverage existing work and aligning work plans to avoid duplication with other governmental agencies and requires an inter-local agreement. The agreement has been approved by the Pierce County Board of Health and is valid through December 31st, 2022 with the option to extend for two additional one-year terms upon mutual agreement of all parties.

**ADDITIONAL INFORMATION:** If you have any questions, please contact Sandra Eliason, CHIEF Marketing & communications Officer at (253) 305-1016 or [Sandrae@tacomaparks.com](mailto:Sandrae@tacomaparks.com)

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. R8-22**

**FUNDING A JOINT STAFF POSITION AT THE TACOMA/PIERCE COUNTY HEALTH DEPARTMENT, FOCUSED ON JOINT MATTERS RELATED TO ADVANCING EQUITABLE COMMUNITY ENGAGEMENT**

WHEREAS, pursuant to Chapter 39.34 RCW (the Interlocal Cooperation Act), two or more public entities may contract with one another to perform government services with each is by law authorized to perform; and

WHEREAS, the Department and Metro Parks find it mutually beneficial and in the public interest to pursue a collaboration with partner organizations, agencies and jurisdictions for public health and administrative services; and

WHEREAS, the Department and Metro Parks desire to work towards helping improve community engagement and enabling alignment of similar policies and practices to build trust between government and communities experiencing health inequities; and through the leveraging of shared subject matter expertise; and

WHEREAS, Metro Parks desires to leverage community outreach and engagement subject matter expertise and health policy services and services from the Department; and

WHEREAS, the Department and Metro Parks find it mutually beneficial and in the public interest to enter into shared services agreement;

NOW THEREFORE BE IT RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that they hereby authorize the Executive Director to enter into such an agreement with the Tacoma/Pierce County Health Department.

The foregoing resolution was adopted at a regular meeting of the Board of Park Commissioners of the Metropolitan Park District of Tacoma held on \_\_\_\_\_, 2022.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk