



**MINUTES OF COMMITTEE OF THE WHOLE
BOARD OF PARK COMMISSIONERS
May 15, 2023**

PRESENT: Andrea Smith, President
Aaron Pointer, Clerk
Tim Reid
Rosie Ayala
Michael Liang

IN THE CHAIR: Andrea Smith

PLACE: MPT Headquarters 4702 S. 19th St.

The meeting was called to order by President Smith at 5:30pm.

APPROVAL OF THE MINUTES

April 3, 2023 COW Minutes

It was moved and seconded to approve the minutes as presented and passed unanimously.

DISTRICT POLICY REVIEW

Debbie Russell began the presentation by reminding the Board that at their winter retreat there was discussion related to policy review lists and schedules. Ms. Russell continued by reviewing a 2023 draft schedule for batch policy review. Staff indicated that they are looking at the regrouping of policies for review whereas similar policies would be reviewed and batched together. Ms. Russell then spoke about the policy review process noting that policies are assigned to cross department teams and ad hoc committees to review and update. The Board was also informed that advisory councils are invited to participate during the review of policies.

Fort Nisqually Collections Policy

Jim Lauderdale was then introduced. Mr. Lauderdale reminded the Board that Fort Nisqually regularly reviews its collections policy as it is an essential part of their museum accreditation. Mr. Lauderdale then reviewed the following recommended policy changes to the Board:

Proposed revisions to the Policy include:

- Removing procedures from the policy document and per best practices, places these into the Fort Nisqually Collection Plan
- Adding a sentence clarifying potential donations must be approved for drop-off by the curator in advance
- Clarifying that Living History collection items are a different classification than Permanent collection items and are therefore not accessioned as artifacts
- Clarifying language around deaccession review requirements

Commissioners suggested adding some definitions to the policy. Commissioners suggested adding a section to the policy header so that equity date review can be recorded.

Social Media Policy

Hunter George was then introduced to the Board to speak about the Social Media Policy. Mr. George noted this is a new policy for the District.

Mr. George commented that this proposed policy is designed to provide guidance and set expectations in the following ways:

- Defines the District's purpose for using social media channels
- Establishes authority for approval of channels and content
- Notifies that social media content is considered a public record that is subject to retention.
- Establishes MPT's right to moderate, edit or delete comments in certain circumstances
- Establishes the circumstances in which social media can be used for personal reasons during work hours
- Describes circumstances in which personal use of social media outside of work can involve discipline at work
- Reminds employees, volunteers and vendors that individuals are encouraged to report workplace concerns through the appropriate channels, rather than posting on social media

Mr. George commented that this proposed policy has been reviewed by members of the Business And Responsive Agency Advisory Council and has undergone an equity review. Discussion ensued regarding Section II C, Reporting Workplace Concerns. Mr. George commented that there has been legal review, but staff will check on the Board concerns regarding the section with legal counsel.

Staff indicated that the policies discussed at this meeting will be brought forward for first reading at the May 22, 2023 Regular Park Board Meeting.

OTHER

Debbie Russell updated the Board by noting that at the May 22nd Board Meeting staff is planning to bring forward a resolution regarding the lease of the Portland Avenue Community Building, as well as a resolution for an MOU with Tacoma Public Schools regarding Peck Field.

ADJOURNMENT

Being no further business, Commissioner Smith adjourned the meeting at 7:20 p.m.

APPROVED:

President

Clerk

Submitted by:

Jennifer Bowman, Secretary