

Charter Review Commission Recommendation

Re: November 2021 Ballot Proposition #6 – Justice, Equity, and Inclusion Commission – Proposed Functions and Tasks¹

Should San Juan County Ballot Proposition #6, amending the Charter to establish a Justice, Equity, and Inclusion Commission, be passed in the November 2021 election the Charter Review Commission (CRC) recommends that the County Council adopt the following proposed functions and tasks for the Commission upon its establishment. These functions and tasks were developed by the CRC based on research and interviews it conducted to determine how the County could more effectively implement the key principles and values contained in Resolution 31/2020 *Affirming the County's Commitment to a Safe and Inclusive Community* with the involvement of both residents of the County and County officials responsible for implementing this resolution.

Functions:

The Commission shall at a minimum perform the following functions:

- a. Within the first year, develop a four-year Strategic Plan including a mission/vision statement, goals, objectives, and expected results. This plan should be updated every four years based on an external review.
- b. Meet at least once every two months and conduct open public meetings with agendas during which minutes are taken and posted on the County website upon approval by the Commission.
- c. Maintain a dedicated page on the SJC website where updated information about the Commission is posted.
- d. Approve and implement annual results-based work plans that are aligned with the four-year Strategic Plan.
- e. Prepare annual reports to the Council that are made available to the public.

¹ The full text of Proposition #6 can be found at the end of this document.

- f. Receive a budget each year to conduct its business and administrative support from a County government staff member. Additional funds may be obtained through grant writing and donations.
- g. Create awareness within the County government as well as within the community about the work of the Commission.

Tasks:

The Commission shall at a minimum undertake the following tasks:

1. Undertake an initial community-based multi-stakeholder assessment of issues and concerns related to discrimination, inequity, inequality, exclusion, and racism within the County in the first year of its establishment.
2. Review County resolutions and ordinances on an ongoing basis to ensure equity, justice, diversity and inclusion, anti-racism and non-discrimination principles are upheld.
3. Liaise periodically with the following County entities on issues of justice, equity, diversity and inclusion principles and the implementation of Resolution 31/2020: a) Judicial Branch; b) Prosecuting Attorney's office; c) Civil Service Council; d) Law and Justice Council; and e) Office of the Sheriff.
4. Conduct semi-annual facilitated consultations with diverse communities in the County to discuss the work of the Commission, the performance of the County, and bring recommendations to the San Juan County Council.
5. Serve as a public body that community members can communicate with in writing and/or in person about ongoing issues of racism, discrimination, inequality, and inequity that may arise in the functioning of the Government and/or within the community.
6. Initiate a review of all place names in the County including land, bodies of water, and roads to further the restoration of original indigenous names during the first year of the Commission's establishment. This work will be done in close consultation with

indigenous peoples in the area. A timeline for completion of this work will be determined by the Commission.

For reference, the text of Proposition #6 on the Justice, Equity and Inclusion Commission reads as follows:

There is hereby established a Justice, Equity, and Inclusion Commission which shall provide advice and support to, and collaborate with the county government, elected and appointed officials and county employees, with the exception of the county's Superior and District Court judges, on matters concerning justice, equity, diversity and inclusion. The Justice, Equity and Inclusion Commission will provide a mechanism for citizen engagement and transparency, and may recommend executive and legislative actions to advance the core values of the San Juan County Council Resolution No. 31-2020 entitled "Affirming Commitment to a Safe and Inclusive Community," and other county ordinances and resolutions, and state and federal laws and regulations regarding non-discrimination.

The Commission shall have a maximum of 11 members and include representation of women, minority, and diverse communities in the county, and at least one member of a Coast Salish tribe. All members of the Commission shall be residents of the county, with the exception of the Coast Salish member(s), with at least one representative from each County Council district. All members shall be registered voters, except for a youth member if that person is under the age of eighteen (18), and shall serve staggered four-year terms. The Commission shall have representation from each branch of the county government (executive, legislative and judicial). The Chair of the Commission, or a designee from the Commission, shall be a resident who is not a county employee and serve on the county's Law and Justice Council. The County Council shall appoint the membership of the Commission.