



Puget Sound Regional Council

Equity Advisory Committee | Remote Only

Date: Thursday, December 1, 2022 from 5:30-7:30 pm

Optional: Post-Meeting Q&A from 7:30-8:00 pm

1. Welcome and Roll Call (5:30) – *Co-Chairs*

2. Reports

- a. Meeting Summary for November 3, 2022*
- b. EAC Member Report Out
- c. Staff Announcements

3. Discussion Item (5:45)

- a. Public Participation Plan* – *Michele Leslie & Noah Boggess, PSRC*

4. Break (6:30)

5. Discussion Item (6:40)

- a. Legacy of Structural Racism Interactive Report* – *Charles Patton, PSRC*

6. Zoom Poll (7:25)

7. Adjourn (7:30)

8. Next meeting: January 5, 2022

Optional Post-Meeting Q&A (7:30) – *Charles Patton, PSRC*

*Supporting materials attached.

Members can access the attendance sheet [here](#) to complete and submit to finance@psrc.org for compensation.

Zoom Remote Connection Details

- To join the webinar, please click the following link: <https://psrc-org.zoom.us/j/86977649713?pwd=K2F4clRTdHQzeWdzeDdXcWFjczBiQT09> and enter Passcode: 180496.
- To join by phone, call 888 475 4499 (Toll Free) or 833 548 0276 (Toll Free) and enter Webinar ID: 869 7764 9713 and Passcode: 180496.

- If you need a sign language interpreter or communication aid, call 206-464-7090 or TTY Relay 711.
- العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng việt | Vietnamese, email LanguageHelp@psrc.org.



Puget Sound Regional Council

Equity Advisory Committee Meeting Summary

Date: November 3, 2022

Location: Remote Only

Presentations from the meeting are available on the [Equity Advisory Committee webpage](#). Audio recording of the meeting is available by request.

Introductions & Welcome

Chris Stearns, from King County, and Shannon Turner, from Kitsap County, called the meeting to order at 5:30 pm. The co-chairs welcomed everyone, and asked Mikayla to begin the roll call for attendance.

EAC Member Report Out

Committee members were given an opportunity to share out about upcoming events or projects in their region. Shannon Turner shared that the NAACP Chapter 1134, located in Bremerton, will host a community event on November 29 in partnership with local law enforcement to discuss crime prevention and child safety.

Staff Announcements

Charles thanked the EAC members who reviewed the applications for the 2023 EAC member cohort and provided a brief update on the interview process.

Racial Equity Impact Assessment: Progress and Next Steps

As part of the Regional Equity Strategy, PSRC has developed a Draft Racial Equity Impact Assessment. Staff presented at the June and July meetings to provide an overview and seek feedback on developing the Assessment. At the November meeting, staff shared the updated draft and discuss how input from the committee has been considered. Staff also discussed and sought feedback on training and education opportunities for the Racial Equity Impact Assessment.

You can view the presentation [here](#), as well as the handout of the [DRAFT Racial Equity Impact Assessment](#).

Questions? Contact Ben Kahn, Associate Planner, at bkahn@psrc.org, or Grant Gibson, Associate Planner, at ggibson@psrc.org.

Anti-Displacement Organizations Team Update

PSRC staff are in the middle of the engagement process with CBOs working in the anti-displacement space. PSRC staff provided an update on the team's progress, including the number of organizations interviewed thus far and key themes that have started to emerge. The EAC was asked to provide input on the draft structure of the final report.

You can view the presentation [here](#).

Questions? Contact Noah Boggess, Senior Public Engagement Specialist, at nboggess@psrc.org, or Jennifer Barnes, Program Manager, at jbarnes@psrc.org.

Adjourn

At the close of the meeting, members participated in a poll to evaluate the meeting. The meeting adjourned at 7:30 pm.

Members Represented at the Table

See attached attendance roster.

PSRC Staff and Other Guests Present

Mikayla Svob, PSRC
Charles Patton, PSRC
Tristan Sewell
Nancy Buonanno Grennan, PSRC
Laura Stilwell, City of SeaTac
Noah Boggess, PSRC
Grant Gibson, PSRC
Ben Kahn, PSRC
Jennifer Barnes, PSRC



Puget Sound Regional Council

DISCUSSION ITEM

December 1, 2022

TO: Equity Advisory Committee

FROM: Noah P. Boggess, Senior Public Engagement Specialist

SUBJECT: Public Participation Plan

IN BRIEF

PSRC staff are completing the update process for PSRC's [Public Participation Plan](#). The EAC will be briefed on the amended goals, desired outcomes, and guiding principle for the Public Participation Plan and will be asked to provide feedback on the added "Best Practices for Equitable Engagement" section. Staff will also be briefed on the timeline for the update process and the forthcoming public comment period.

DISCUSSION

The Public Participation Plan is PSRC's documented "process for providing people, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process" in accordance with the 23 CFR 450.316(a).

At the July EAC meeting, members provided feedback on the goals, desired outcomes, and guiding principles of the Public Participation Plan. PSRC staff amended those items to reflect EAC feedback and added an additional section of "Best Practices for Equitable Engagement".

Amended Goals of the Public Participation Plan

The primary goals of the Public Participation Plan are to:

- Articulate how the agency approaches public engagement.
- Increase overall awareness of regional planning activities, paying specific attention to communities that have been adversely impacted by past planning decisions.
- Ensure early, continuous, and broad public notification about and participation in major actions and decisions by PSRC.
- Receive meaningful public input to inform the decision-making process.

- Seek to conduct PSRC work program and outreach in an equitable and inclusive manner.

Amended Desired Outcomes

The desired outcomes of the Public Participation Plan are:

- Gather public input on PSRC’s activities and decisions.
- Share information with a broad and inclusive cross-section of the public.
- Ensure notification and participation of all resident populations, including Black, Indigenous and people of color, LGBTQIA2S+, low-income, people with disabilities, older people, people with limited English proficiency or veterans.
- Ensure planning decisions incorporate the concerns, needs, and visions of the region.

Amended Guiding Principles

The Guiding Principles of the Public Participation Plan are:

- Effective public notification and participation takes time, effort, and resources, yet is essential to sound decision-making.
- Early involvement of stakeholders and the public improves information and direction for regional planning decisions.
- Using a variety of public outreach techniques and providing information in multiple formats will help involve a wider and more inclusive audience of interested parties.
- Strong solutions are developed through collaboration.
- Public policy decisions and transportation projects have significant impacts on people’s lives.
- Even if a project or policy decision is sensible and beneficial, it must be arrived at through an open process.
- Public processes that are open, objective and consider all viewpoints are more likely to lead to satisfactory outcomes for the public.
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Best Practices for Equitable Engagement

In an effort to conduct more equitable engagement, PSRC staff have developed the following best practices:

Content Creation

- Utilize multiple social media channels to approach different communities, paying attention to how different communities utilize different platforms such as Facebook, Instagram, and others.
- Create a variety of outreach materials to appeal to a broader, more diverse range of community members.
- Translate materials into common languages in most impacted communities.
- Keep text brief and use simple or appropriate language. Avoid acronyms and planner language, and do not make assumptions about a community’s awareness with planning or the public process.

- Tailor material text to focus on impacts to impacted individuals, households, and communities.
- Create responsive content for multiple devices.
- Collaborate with internal staff to create/strategize/review content and messages.
- Ensure inclusive and representative messaging.

Distribution

- Facilitate partnerships with CBOs that serve impacted communities to help reach community members through outreach and information distribution. Regularly maintain these relationships to keep two-way communication ongoing. Utilize PSRC compensation policies to reimburse CBOs for their time.
- Address mailings for postcards in specifically impacted communities.
- Seek out specific community events attended by intended audiences such as cultural events and street festivals.
- Establish relationships with local jurisdictions' communications staff for assistance in targeted distribution.
- Conduct pre-emptive outreach to diverse audiences to ensure recipients are representative of intended audiences.

Events

- Feature diverse presenters that are representative of the community the engagement process is taking place in.
- Provide compensation for a community interpreter to translate at events. This should be a trusted source from the community.
 - Including American Sign Language.
- Allow for audience feedback or responses to be collected in confidential methods.
- Hold flexible meeting times to accommodate stakeholders.

Visuals

- Post QR codes at popular locations of intended audiences.
- Use photos and visuals that are representative of communities.
- Use visualizations following the accessibility guide.
- Use icons and infographics to support audience members who have difficulties reading or language barriers.
- Consult Graphics for best practices to create flyers that are more easily read by people with vision difficulties.

Other

- Be flexible about how interviews are held to accommodate stakeholders, including for individuals with limited sight or other accessibility needs.
- Include opportunities for virtual participation to allow people to take less time out of their day and continue personal responsibilities.
- Utilize compensation policies where applicable.

Questions for the Equity Advisory Committee

- What additional edits should be made to the goals, desired outcomes, and guiding principles?
- Are there edits to the Best Practices, or additional items that should be added?
- How can we best leverage our public comment period in early 2023?

Next Steps

PSRC staff will take the feedback provided from the Equity Advisory Committee and finalize drafting the Public Participation Plan. The public comment period will be open for a minimum of six weeks in early 2023. The plan will then be amended and finalized based on feedback from the public comment period.

Lead Staff

For more information, please contact Noah P. Boggess, Senior Public Engagement Specialist at nboggess@psrc.org or Michele Leslie, Senior Communications Specialist at mleslie@psrc.org.



Puget Sound Regional Council

DISCUSSION ITEM

December 1, 2022

TO: Equity Advisory Committee

FROM: Charles Patton, Program Manager, PSRC

SUBJECT: Legacy of Structural Racism Interactive Report

IN BRIEF

Data and Research is one of four pillars of the [Regional Equity Strategy](#)¹. It includes technical tools and data resources to help PSRC more effectively incorporate equity into agency work as well as support jurisdictions, organizations, and the public in elevating equity in their pursuits. As part of this body of work, PSRC is developing an interactive report that will provide a historical overview of structural racism in the Puget Sound region and how this history informs existing disparities related to transportation, housing, economics, etc.

At the December meeting, PSRC staff will provide an update on the Legacy of Structural Racism Interactive Report, sharing what has been done since the last meeting. Staff will also ask the Equity Advisory Committee if their previous feedback was incorporated appropriately and if they have any additional recommendations.

DISCUSSION

PSRC develops data, guidance, and resources to support implementation of VISION through local planning. Recent legislation such as the [Bipartisan Infrastructure Law](#) (BIL) and [House Bill 1220](#) is requesting jurisdictions undo past harms and racially disparate impacts caused by local policies, plans, and actions. Planners from cities and counties in the region will need more resources to better understand these past harms so they can develop strategies that effectively address them.

The Legacy of Structural Racism Interactive Report will provide a historical overview of structural racism in the Puget Sound region and how this history informs existing disparities related to transportation, housing, economics, etc. The purpose of this resource is to provide planners with a better understanding of the region's racial history

¹ The four key component categories of PSRC's Regional Equity Strategy are A) Capacity Building, B) Data and Research, C) Community Engagement, and D) Best Practices.

to help inform member jurisdictions about the root causes of current racial gaps, which will help shape strategies that can effectively address the consequences of these past harms. This resource will not be exhaustive, but it will provide a high-level overview, focusing solely on policies to align with needs identified in the BIL, HB 1220, and other relevant legislation.

What feedback did we receive from the EAC?

At the September EAC meeting, members provided valuable feedback to improve the Legacy of Structural Racism Interactive Report. Suggestions included:

1. **New topics:** *The report should address additional topics such as homelessness, the racial wealth gap, incarceration, evictions, etc.*
2. **Regional examples:** *Additional examples of structural racism should be woven throughout the report (e.g., segregated wartime housing in Bainbridge Island).*
3. **Broader scope:** *Staff should tell a more complete story of the racial impact of policies such as the G.I. Bill.*

What has been done since the last meeting?

The Legacy of Structural Racism Interactive Report was shared with staff from across the agency to get input on clarity, missing topics, tone, alternative images, etc. The project team is currently making the suggested changes to the interactive report. **A rough draft of the report can be found [here](#).**

Next Steps

In December, the project team will share updates on the Legacy of Structural Racism Interactive Report with the Equity Advisory Committee and ask the following questions:

1. What features of the report do you like?
2. What don't you like and how should we address this issue (e.g., improved clarity)?
3. Was your feedback incorporated appropriately?
4. Do you have any additional feedback?

PSRC staff will take any additional feedback from the Equity Advisory Committee at the December meeting and incorporate it into the interactive report. Staff will work to complete the report by the beginning of 2023.

Lead Staff

For more information, please contact Charles Patton, Program Manager, at cpatton@psrc.org.