

Port of Kennewick Commission Chambers will be open to the public during Commission Meetings.  
However, the Port will continue to use GoToMeeting to provide remote access,  
and Commissioners and the Port team will attend remotely.

To participate and make public comments remotely,  
please call in at: [1-866-899-4679](tel:1-866-899-4679), Access Code: 158-539-309  
Or, join on-line at the following link: <https://meet.goto.com/158539309>

## **AGENDA**

***Port of Kennewick  
Regular Commission Business Meeting  
Port of Kennewick Commission Chambers (via GoToMeeting)  
350 Clover Island Drive, Suite 200, Kennewick Washington***

September 12, 2023  
2:00 p.m.

- I. CALL TO ORDER**
- II. ANNOUNCEMENTS AND ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. PUBLIC COMMENT** (*Please state your name and address for the public record*)
- V. CONSENT AGENDA**
  - A. Approval of Direct Deposit and ePayments August 31, 2023
  - B. Approval of Warrant Register Dated September 12, 2023
  - C. Approval of Regular Commission Meeting Minutes August 22, 2023
- VI. PRESENTATIONS**
  - A. Washington State Commission on Asian Pacific American Affairs, Scott Lehrman and David Phongsa (**DAVID**)
  - B. Arts Center Task Force Update, Phinney Brown, Steven and Julie Wiley (**SKIP**)
- VII. REPORTS, COMMENTS AND DISCUSSION ITEMS**
  - A. Kennewick Waterfront
    - 1. Swampy's BBQ Construction Update (**AMBER**)
    - 2. Boat Launch Tri-City Herald Gold Star Award (**MICHAEL**)
  - B. Vista Field E-Bike Event (**DAVID**)
  - C. Commission Meetings (formal and informal meetings with groups or individuals)
  - D. Non-Scheduled Items  
(**LISA/BRIDGETTE/TANA/NICK/AMBER/MICHAEL/DAVID/CAROLYN/TIM/KEN/TOM/SKIP**)
- VIII. PUBLIC COMMENT** (*Please state your name and address for the public record*)

**IX. EXECUTIVE SESSION** *(Ask public if they are staying, and if not, where they can be located if the Executive Session ends early.)* (CAROLYN)

- Basis [Real Estate Sale or Lease] – RCW 42.30.110 (1)(c) - authorizes an executive session to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price.
- Basis [Legal Risk] - RCW 42.30.110(1)(i) (iii)

**X. ADJOURNMENT**

***PLEASE MUTE YOUR MICROPHONE UNLESS YOU ARE SPEAKING  
AND SILENCE ALL NOISE MAKING DEVICES***





# PORT OF KENNEWICK REGULAR COMMISSION MEETING

**DRAFT**

**AUGUST 22, 2023 MINUTES**

Commission Meeting recordings, with agenda items linked to corresponding audio, can be found on the Port's website at: <https://www.portofkennewick.org/commission-meetings-audio/>

Commission President Skip Novakovich called the Regular Commission Meeting to order at 2:00 p.m. via GoToMeeting Teleconference.

## **ANNOUNCEMENTS AND ROLL CALL**

**The following were present:**

**Board Members:** Skip Novakovich, President (via telephone)  
Kenneth Hohenberg, Vice President (via telephone)  
Thomas Moak, Secretary (via telephone)

**Staff Members:** Tim Arntzen, Chief Executive Officer (via telephone)  
Tana Bader Inglima, Deputy Chief Executive Officer (via telephone)  
Nick Kooiker, Deputy Chief Executive Officer/CFO (via telephone)  
Larry Peterson, Director of Planning (via telephone)  
Amber Hanchette, Director of Real Estate (via telephone)  
Mike Bohnke, Director of Operations  
Bridgette Scott, Executive Assistant (via telephone)  
Lisa Schumacher, Special Projects Coordinator  
Carolyn Lake, Port Counsel (via telephone)

## **PLEDGE OF ALLEGIANCE**

Commissioner Novakovich led the Pledge of Allegiance.

Commissioner Novakovich stated there are two changes to the Consent Agenda: Item B, the date should read August 18, 2023 and the addition of Item F, warrant register dated August 22, 2023. If there are no objections, the motion should read as corrected and amended.

## **PUBLIC COMMENT**

No comments were made.

## **CONSENT AGENDA**

- A. *Approval of Direct Deposit and E-Payments Dated August 16, 2023***  
Direct Deposit and E-Payments totaling \$86,865.18
- B. *Approval of Warrant Register Dated August 18, 2023***  
Expense Fund Voucher Number 105151 through 105191 for a grand total of \$86,896.54
- C. *Approval of Regular Commission Meeting Minutes August 8, 2023***
- D. *Approval of Surplus Property; Resolution 2023-24***
- E. *Adopting the Amendment of the Interlocal Cooperation Agreement and Bylaws of the Benton-Franklin Council of Governments; Resolution 2023-25***



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2023 MINUTES

**DRAFT**

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***F. Approval of Warrant Register Dated August 22, 2023***

Expense Fund Voucher Number 105192 for a grand total of \$5,862.57

***MOTION:*** *Commissioner Hohenberg moved to approve the Consent Agenda as corrected and amended; Commissioner Moak seconded. With no further discussion, motion carried unanimously. All in favor 3:0.*

## **PRESENTATIONS**

***A. Water Rights Update, Dan Haller of Aspect Consulting***

Mr. Peterson introduced Dan Haller of Aspect Consulting, and stated Mr. Haller has been working on the water rights at Oak Street. Mr. Peterson stated Mr. Haller will discuss the process of potentially transferring water rights to Benton County for the Benton County Fairgrounds.

Mr. Haller outlined the process and next steps for the potential water rights transfer. Mr. Haller has reviewed the water rights history and aerial photos and prepared a hydro-geologic memo for the Department of Ecology process. Staff will request the Commission to sign an application for change, which goes through the Benton County Water Conservatory Board first and once it is filed, the Board will assist the Port with public notice for comment on the application. The process can take approximately 3-6 months and if it goes smoothly. The Board will make a recommendation to the Department of Ecology, where it is reviewed. After the review period, the Department of Ecology will decide to either approve the Water Conservatory Board's decision, modify the decision, or deny it. If the application is approved or modified, there is a 30-day appeal period and once that is over, the process is complete.

Mr. Peterson reiterated that Benton County is still very interested in the water rights for the Benton County Fairgrounds. Mr. Peterson stated for Commission consideration, staff will prepare an Agenda Report and Resolution approving the application for change, and a contract with Benton County for the transfer of water rights.

Additional discussion commenced regarding the water rights at Oak Street and the former Tri-City Raceway in West Richland.

***B. 2023-2024 Budget Update***

Mr. Kooiker presented the first quarterly budget report for the 2023-2024 Budget (*Exhibit A*).

## **ACTION ITEM**

***A. Washington State Recreation and Conservation Office (RCO) Local Parks Maintenance (LPM) Grant Application; Resolution 2023-26***

Ms. Bader Inglima presented the RCO Local Parks Maintenance grant to the Commission and stated the grant is for up to \$100,000 and it does not require a cash match. Ms. Bader Inglima worked with Mr. Boehnke to identify several deferred maintenance items on Clover Island, such as repainting the boardwalk, covering areas of graffiti tagging, and re-staining the boardwalk/viewing platform at The Gathering Place. If the Port is awarded the grant, staff would oversee these projects that would be contracted out. The RCO requires all applicants pass a

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2023 MINUTES

**DRAFT**

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resolution authorizing submittal of any grant application. Ms. Bader Inglima stated the application closes on September 18, 2023, so time is of the essence.

***MOTION:*** *Commissioner Moak moved to approve Resolution 2023-26, authorizing the Chief Executive Officer to make formal application to the Recreation and Conservation Office for Local Park Maintenance grant funding; and ratify and approve all actions by Port officers and employees in furtherance hereof; Commissioner Hohenberg seconded.*

## **PUBLIC COMMENT**

No comments were made.

*With no further discussion, motion carried unanimously. All in favor 3:0.*

## **REPORTS, COMMENTS AND DISCUSSION ITEMS**

### ***A. Kennewick Waterfront***

#### ***1. Clover Island Stage Update***

Mr. Peterson stated the last outdoor event at the Clover Island Inn will be held on September 17, 2023. Following that, staff and a contracted engineer will investigate the foundation and soil conditions, to see what engineering will be needed to support the stage.

Mr. Kooiker reported that the Port made the deposit to Progressive Products for the stage with an expected delivery in February 2024. Mr. Kooiker has been working on the shipping details and insurance specifications.

Ms. Hanchette has been working with Mr. Hume on a usage agreement for the stage, and currently the CI Inn Management group is reviewing the draft agreement.

#### ***2. Clover Island Marina Handbook***

Ms. Hanchette presented the updated Clover Island Marina Handbook, which is located on the Port website. Ms. Yates spent many hours putting the handbook together and it includes state and federal rules and regulations, and it will serve as a guide for marina tenants.

#### ***3. Columbia Gardens Container Bathroom Art Wrap Update***

Ms. Bader Inglima presented the art wrap art for the container restroom located at Columbia Gardens (*Exhibit B*).

### ***B. Vista Field Development***

Mr. Arntzen stated the staff is working on a project for Vista Field to produce materials that will be helpful to the Commission as we negotiate with builders and developers. Staff envisions two maps that will include phase 1 of Vista Field parcels and amenities. Mr. Arntzen stated the base map will include the proposed revenue from the projected sales of parcels and he believes it is important to have a starting point with an averaging of numbers and potential revenue. The second map will include the amount Port will need to expend for additional parcels and future infrastructure.

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2023 MINUTES

**DRAFT**

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## ***C. Port Facilities Update***

Mr. Arntzen stated the Port has public restroom facilities on Clover Island and Columbia Gardens and in the past few years, the restrooms have been repeatedly vandalized and damaged, which cost the Port time and money to repair. It is a balancing act to keep the facilities open for the public, and yet safeguard the public investment. Port staff is doing their best to keep the restrooms open and clean; however, when vandalism happens, the restrooms are closed. Staff have received public comments regarding closure of the restrooms.

Commissioner Novakovich inquired if there is anything the Commission can do to help staff with this issue.

Mr. Arntzen stated understanding from the Commission will be very helpful and he believes this issue will take some time to resolve.

## ***D. Commissioner Meetings (formal and informal meetings with groups or individuals)***

Commissioners reported on their respective committee meetings.

## ***E. Non-Scheduled Items***

Mr. Kooiker stated the CEO Evaluation Committee met last Thursday.

Mr. Arntzen and Mr. Peterson had lunch recently with Adam Fyall, Benton County Sustainable Development Manager. Mr. Fyall has been a champion of Port projects and has assisted staff with several Rural County Capital Funds (RCCF) project applications. Mr. Fyall will be holding a partner summit on the RCCF and a Port representative will attend and report back to the Commission at a later date.

Commissioner Hohenberg walked Vista Field yesterday with Mr. Arntzen and complimented Mr. Boehnke and the maintenance team on how wonderful and clear the stream looked. Commissioner Hohenberg understands a lot of staff time, energy, and coordination goes into it, to make it work, but in the long run, it will help Ms. Hanchette and everyone else to continue to move forward with selling property and ultimately seeing things built.

Commissioner Hohenberg complimented Ms. Yates and Ms. Scott for their coordination of the Benton Franklin County Parade and Fair; he appreciates that and the regular work that goes on every day.

## **PUBLIC COMMENTS**

No comments were made.

## **COMMISSION COMMENTS**

No comments were made.

## **ADJOURNMENT**

With no further business to bring before the Board; the meeting was adjourned 3:31 p.m.

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2023 MINUTES

**DRAFT**

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***APPROVED:***

**PORT of KENNEWICK  
BOARD of COMMISSIONERS**

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*Skip Novakovich, President*

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*Kenneth Hohenberg, Vice President*

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*Thomas Moak, Secretary*

# ***PORT OF KENNEWICK***

## **RESOLUTION 2023-24**

### ***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK AUTHORIZING THE PORT CHIEF EXECUTIVE OFFICER TO SELL AND CONVEY SURPLUS PROPERTY***

**WHEREAS**, the Board of Commissioners of the Port of Kennewick met this 22nd day of August, 2023, a quorum of the Commissioners being present; and

**WHEREAS**, from time to time it is necessary to surplus items no longer needed for Port District purposes; and

**WHEREAS**, RCW 53.08.090 provides that the Port Commissioners may authorize the Port Chief Executive Officer to sell and convey surplus property; and

**WHEREAS**, prior to each such disposition of Port property, the Port Chief Executive Officer is directed to present to the Commission an itemized list of the property and to make written certification that the listed property is no longer needed for Port District purposes.

**NOW, THEREFORE, BE IT RESOLVED** the Port of Kennewick Commissioners authorize the Chief Executive Officer to surplus Port property no longer needed for Port purposes as attached in "Exhibit A".

**ADOPTED** by the Board of Commissioners of Port of Kennewick this 22nd day of August 2023.

#### ***PORT of KENNEWICK BOARD of COMMISSIONERS***

DocuSigned by:  
By: *Skip Novakovich*  
0E53A30E1C8E442...  
SKIP NOVAKOVICH, *President*

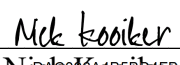
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By: *Kenneth Hohenberg*  
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KENNETH HOHENBERG, *Vice President*

DocuSigned by:  
By: **Thomas Moak**  
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THOMAS MOAK, *Secretary*

**RESOLUTION 2023-24****“Exhibit A”**

Asset	Property Description	Date in Service	Cost	Book Value	Disposal Reason
240	Sit-Stand Desktop Workstation	8/16/18	428.97	\$ -	Broken
244	Dual Monitor Arms	8/31/18	318.14	\$ -	Broken
245	Dual Monitor Arms	8/31/18	318.14	\$ -	Broken
246	Drone	6/14/19	883.00	\$ -	Broken & Replaced
247	Sit-Stand Desktop Workstation	8/16/18	428.97	\$ -	Broken
1159	5 HP Compressor	6/30/13	3,519.75	\$ -	Obsolete
1183	C25 Printer/Copy/Fax	2/28/14	1,353.75	\$ -	Replaced
1191	Dell OptiPlex 9020 Mini Tower	6/25/14	1,395.02	\$ -	Replaced
1192	Dell OptiPlex 9020 Mini Tower	6/25/14	1,395.03	\$ -	Replaced
1201	Phone System - Telco	10/01/14	12,169.93	\$ -	Replaced
1218	Server - Hyperv03	8/01/15	15,283.06	\$ -	Replaced
1226	Dell Computer (OptiPlex 9020) Tower	11/01/15	1,260.73	\$ -	Replaced
1231	Back up Server - Hyperv01	2/01/16	6,312.53	\$ -	Replaced
1243	Dell Inspiron Laptop	4/26/17	487.61	\$ -	Broken
1245	Dell OptiPlex 7050 Computer w/ drive	8/01/17	1,861.31	\$ -	Replaced
1263	OptiPlex 5050 Computer	6/30/18	964.92	\$ -	Replaced
1264	OptiPlex 5050 Computer	6/30/18	964.92	\$ -	Replaced
1276	Dell Computer	5/09/19	1,420.98	\$ 94.73	Replaced
1294	Dell Precision 3431 BTX	1/01/20	1,126.10	\$ 225.22	Replaced
1296	Dell Precision 3431 SFF BTX	2/01/20	1,126.10	\$ 225.22	Replaced

CFO/Auditor Certification:

DocuSigned by:  
  
 Nick Kooiker

8/22/2023

Date

***PORT OF KENNEWICK***

***Resolution No. 2023-25***

***A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF THE PORT OF KENNEWICK ADOPTING THE  
AMENDMENT OF THE INTERLOCAL COOPERATION AGREEMENT  
AND BYLAWS OF THE  
BENTON-FRANKLIN COUNCIL OF GOVERNMENTS***

**WHEREAS**, Pursuant to Revised Code of Washington (RCW) Chapter 36, Laws of 1959, as amended (RCW 36.70.060) and Chapter 84, Laws of 1965, Extraordinary Session, (RCW 36.64.080), Port of Kennewick is by Interlocal Agreement, a member of the regional agency known as the Benton-Franklin Council of Governments (BFCOG); and


**WHEREAS**, the Board of the Benton-Franklin Council of Governments (BFCOG) determined that amendments made to the Interlocal Cooperative Agreement and Bylaws documents amended September 18, 2020, required review and revision to rectify inconsistencies prudent to ensure organizational effectiveness; and

**WHEREAS**, on May 19, 2023, the BFCOG Board adopted the amended documents Interlocal Cooperation Agreement of the Benton-Franklin Council of Government, and Bylaws of the Benton-Franklin Council of Governments, as a total and complete replacement for all previous Interlocal Agreements and Bylaws of BFCOG, by the process outlined in the previously adopted Bylaws.

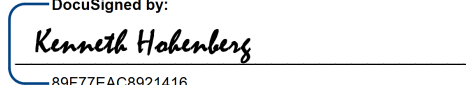
**NOW THEREFORE, BE IT RESOLVED**, that the Port of Kennewick Board of Commissioners hereby approves the attached Interlocal Agreement between Port of Kennewick and BFGOG; and authorizes the Port's Chief Executive Officer to execute the Agreement and instructs the CEO to take all action necessary to implement such Agreement.

**ADOPTED** by the Board of Commissioners of Port of Kennewick on the 22nd day of August 2023.


***PORT OF KENNEWICK  
BOARD OF COMMISSIONERS***

By: 0E53A30E1C8E442...

SKIP NOVAKOVICH, *President*

By: 89F77EAC8921416...

KENNETH HOHENBERG, *Vice President*

By: A35176A2D2CD413...

THOMAS MOAK, *Secretary*



## INTERLOCAL COOPERATION AGREEMENT OF THE BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

*Amended May 19, 2023, BFCOG Resolution 04-23  
(As a total and complete replacement for all previous Interlocal Agreements)*

### PARTICIPANTS

Participants in this agreement shall be whichever of the parties ratify this agreement. If any party fails to ratify this agreement, such action shall not affect this agreement as it pertains to the remaining parties.


**WHEREAS**, the *Port of Kennewick* authorized the execution of this

Agreement by Resolution No. 2023-25,

Adopted on August 22, 2023

**IN WITNESS WHEREOF**, the parties hereto have set their hands.

By: DocuSigned by:  
  
897EAA4F32B4455...  
Tim Arntzen

Attest: DocuSigned by:  
  
8B05C3EEC696474...  
Bridgette Scott

Title: Chief Executive Officer

Title: Executive Assistant/Clerk

Date: 8/22/2023

Date: 8/23/2023



**PORT OF KENNEWICK**

**Resolution No. 2023-26**

**RCO LPM Grant Request for Deferred Maintenance**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK  
AUTHORIZING APPLICATION FOR FUNDING ASSISTANCE FOR A LOCAL PARKS  
MAINTENANCE (LPM) GRANT TO THE WA ST RECREATION AND CONSERVATION  
OFFICE (RCO)***

**WHEREAS**, our organization understands there is an opportunity to receive up to \$100,000 in funding and there is no match required for the Local Parks Maintenance (LPM) grant;

**WHEREAS**, we belief there are significant public benefits to undertaking actions to re-paint, re-stain, and repair areas of deferred maintenance at Clover Island; and

**WHEREAS**, we acknowledge the LPM grant, if approved, will be paid on a reimbursement basis; and

**WHEREAS**, we understand that the attached LPM authorization document and this resolution becomes part of a formal application to the Recreation and Conservation Office.

**NOW, THEREFORE, BE IT RESOLVED** that Tim Arntzen, Chief Executive Officer of the Port of Kennewick is hereby authorized to make formal application to the Recreation and Conservation Office for Local Park Maintenance grant funding; and

**BE IT FURTHER RESOLVED** that the Commissioners hereby ratify and approve all action by port officers and employees in furtherance hereof;

This resolution shall be effective immediately upon passage and signature by the Port of Kennewick Commissioners.

**ADOPTED** by the Board of Commissioners of Port of Kennewick this 22nd day of August 2023, located at Clover Island in Kennewick.

**PORT OF KENNEWICK  
BOARD OF COMMISSIONERS**

By: DocuSigned by:  
*Skip Novakovich*  
0E53A30E1C8E442...

**SKIP NOVAKOVICH, President**

By: DocuSigned by:  
*Kenneth Hohenberg*  
89F77EAC8921416...

**KEN HOHENBERG, Vice President**

By: DocuSigned by:  
**Thomas Moak**  
A35176A2D2CD413...

**THOMAS MOAK, Secretary**

## Port of Kennewick

# 2023 Mid-Year Budget Review 2023-2024 Budget

## Managing Resources & Accountability

by Nick Kooiker, Deputy CEO/CFO/Auditor



- Because the Port uses accrual accounting final figures will change; we are still accruing expenses back to the beginning of 2023.
- These numbers are in draft form; they will be finalized in the Port's annual financial report and audited by the State Auditor's Office.
- Port team has already started planning for 2025/26 budget.



## Budget Disclosures

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# Operating Division

## Revenue & Expenses

EXHIBIT A



**Revenues:**  
**\$699,028**

- 25% Benchmark
- Operating revenues at 29%



**Expenses:**  
**\$2,053,654**

- 25% Benchmark
- Operating expenses at 23%
- Vista Field Maintenance Costs
- Shoreline Maintenance Costs
- Temporary Labor

# Non-Operating Division

## Revenue & Expenses

EXHIBIT A



**Revenues:**  
**\$5,144,993**

- 25% Benchmark
- Non-Operating Revenues at 34%
- 2023 property taxes already booked; ~ \$200k higher due to new construction
- Interest Income \$20k/month
- RCCF 1135 Project



**Expenses:**  
**\$984,766**

- 25% Benchmark
- Non-Operating Expenses at 24%
- Vista Field Loan Expense



# Capital Projects 2023/2024

EXHIBIT A

Item	Budget	Expended	Remaining
1. Vista Field Pavilions	\$3,300,000	\$137,222	\$3,162,778
2. Vista Field Infrastructure	\$1,325,000	\$0	\$1,325,000
3. Vista Field Misc	\$350,000	\$31,796	\$318,204
4. Vista Field Parking	\$500,000	\$28,247	\$471,753
5. Vista Field Satellite Shop	\$500,000	\$0	\$500,000
6. 1135 Shoreline	\$500,000	\$1,314	\$498,686
7. Clover Island	\$500,000	\$0	\$500,000
8. Columbia Drive	\$450,000	\$350,074	\$99,926
9. VFDF A Rehab	\$500,000	\$0	\$500,000
10. Art Project	\$100,000	\$0	\$100,000
11. City of Richland	\$300,000	\$0	\$300,000
12. Asset Replacement	\$500,000	\$0	\$500,000
13. Opportunity Fund	\$125,000	\$125,000 Encumbered	\$0
14. Misc. Capital	\$100,000	\$0	\$100,000







## Vista Field Debt

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- The current balance is approximately \$3.8 Million
- The interest rate will increase from 2.85% to 3.45% in December 2023
- Total interest expense will be ~\$123k in 2024
- Interest rate will increase substantially in December 2028



# Benton County Rural County Capital Funds

Accumulated as of 7/31/23	Funds Reimbursed to Port	Available Balance
\$4,357,815	\$ 497,001	\$3,860,814*

## RCCF Balance

- \$3,410,000 appropriated to Hangar Remodel\*
- \$450,814 unappropriated fund balance
- County will only let you encumber amount of fund balance at the time of project application
- Accrues at approximately \$50k/month





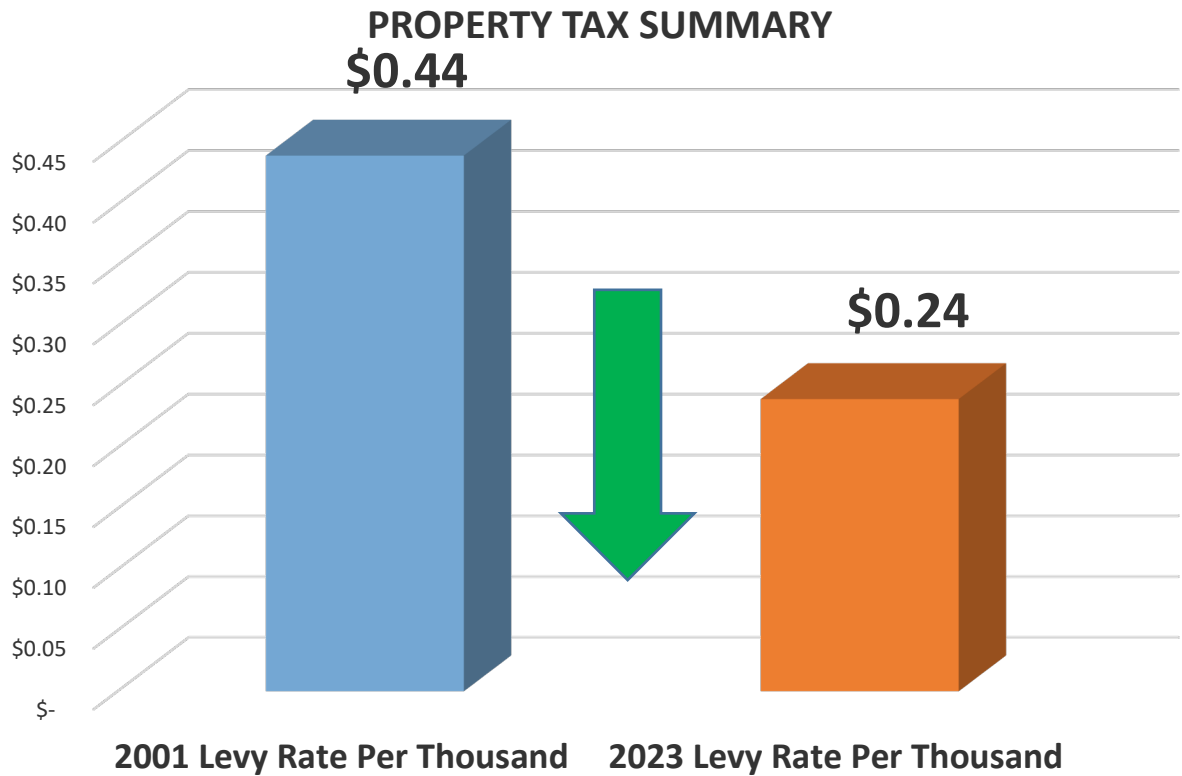
# Opportunity Fund

2023/2024 Budget: \$125,000		
Project	Encumbrance	Approved
Benton City Economic Development	\$40,000	6/13/2023
CTUIR Advertising Partnership	\$15,000	6/13/2023
Cable Bridge Lighting	\$25,000	6/13/2023
CI East Shoreline A&E	\$45,000	7/25/2023
	<b>TOTAL</b>	<b>\$ 125,000</b>
	<b>Remaining Budget</b>	<b>\$ 0</b>

# Property Tax *Levy Rate* per thousand has fallen to *only* \$0.24 in 2023!



## Property Tax Summary 2001 vs 2023





Thank You

Nick Kooiker  
Deputy CEO/CFO/Auditor  
509-586-1186  
[nick@portofkennewick.org](mailto:nick@portofkennewick.org)



# Container Restroom Art Wrap



































# Strategic Plan

## 2023-2026







**WASHINGTON STATE COMMISSION ON  
ASIAN PACIFIC AMERICAN AFFAIRS  
2023-2026 STRATEGIC PLAN**

Mailing Address:  
P.O. Box 40925  
Olympia, WA 98504-0925

Physical Address:  
Capitol Court Building, Suite 220  
1110 Capitol Way South  
Olympia, WA 98501

E-mail: [capaa@capaa.wa.gov](mailto:capaa@capaa.wa.gov)

*This event boooklet is produced in partnership  
with KD Hall Communications and printed by  
Girlie Press.*

# Message

# Contents



*Toshiko Hasegawa*  
**Toshiko Hasegawa**  
Executive Director



*Nam Nguyen*  
**Nam Nguyen**  
Chair

**Dear Community Partners,**

The Washington State Commission on Asian Pacific American Affairs is proud to present our 2023-2026 strategic plan. We advise state and local government and other institutions in Washington State on issues affecting the Asian American (AA), Native Hawaiian, and Pacific Islander (NHPI) communities, which, according to the 2020 Census, is the states’ second-largest and fastest-growing minority group. This document is our road map to address challenges and opportunities that continue to face our diverse communities, with focuses on civil rights, economic development, education, health and human services.

The Commission strives to approach each issue and challenge by applying a lens on equity, inclusion, and social justice. In the wake of Covid-19, the longstanding equity gaps have only deepened. Additionally, we’ve seen a resurgence of Anti-Asian sentiment plaguing our society, partly a legacy of the Trump Administration policy and rhetoric amplifying fear, distrust and displacement among immigrant and refugee community members.

We recognize that advancing equity requires centering the people disparately impacted by oppression, bigotry and institutional racism. The Commission is dedicated to fulfilling its mission towards people-centered policies, with programs and projects that will uplift and empower the voices in out communities and also address the needs of our communities.

This strategic plan outlines our high-level goals organized by our committees, which oversees the Commission’s work on priority issues defined by statute. Together, staff works with Commissioners to identify and examine these and other issues impacting AA & NHPI’s and advise the governor, state legislature, and all other state agencies on how to address them.

Advancing equity is a collaborative process and we look forward to the work ahead to advance justice for all.

04

Agency Overview

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Needs Assessments

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Pillars for Advocacy

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Priority Issue Areas



# Agency Overview

1

# Agency Overview

## History

Due to pervasive discrimination and barriers in accessing government services, a group of local Asian American, Native Hawaiian & Pacific Islanders community members met with the Governor in 1971 to examine a broad range of issues facing the Asian American, Native Hawaiian & Pacific Islanders population in the areas of employment, education, social services, community development, immigration, and civil rights.

In January 1972, Governor Evans created The Governor's Asian Advisory Council by executive order. On February 26, 1974, the 43rd Washington State Legislature formally created The State of Washington Commission on Asian American Affairs as a state agency. On April 17, 1995, Governor Mike Lowry signed a bill to change the Commission's name to The State of Washington Commission on Asian Pacific American Affairs to include Pacific Islanders.

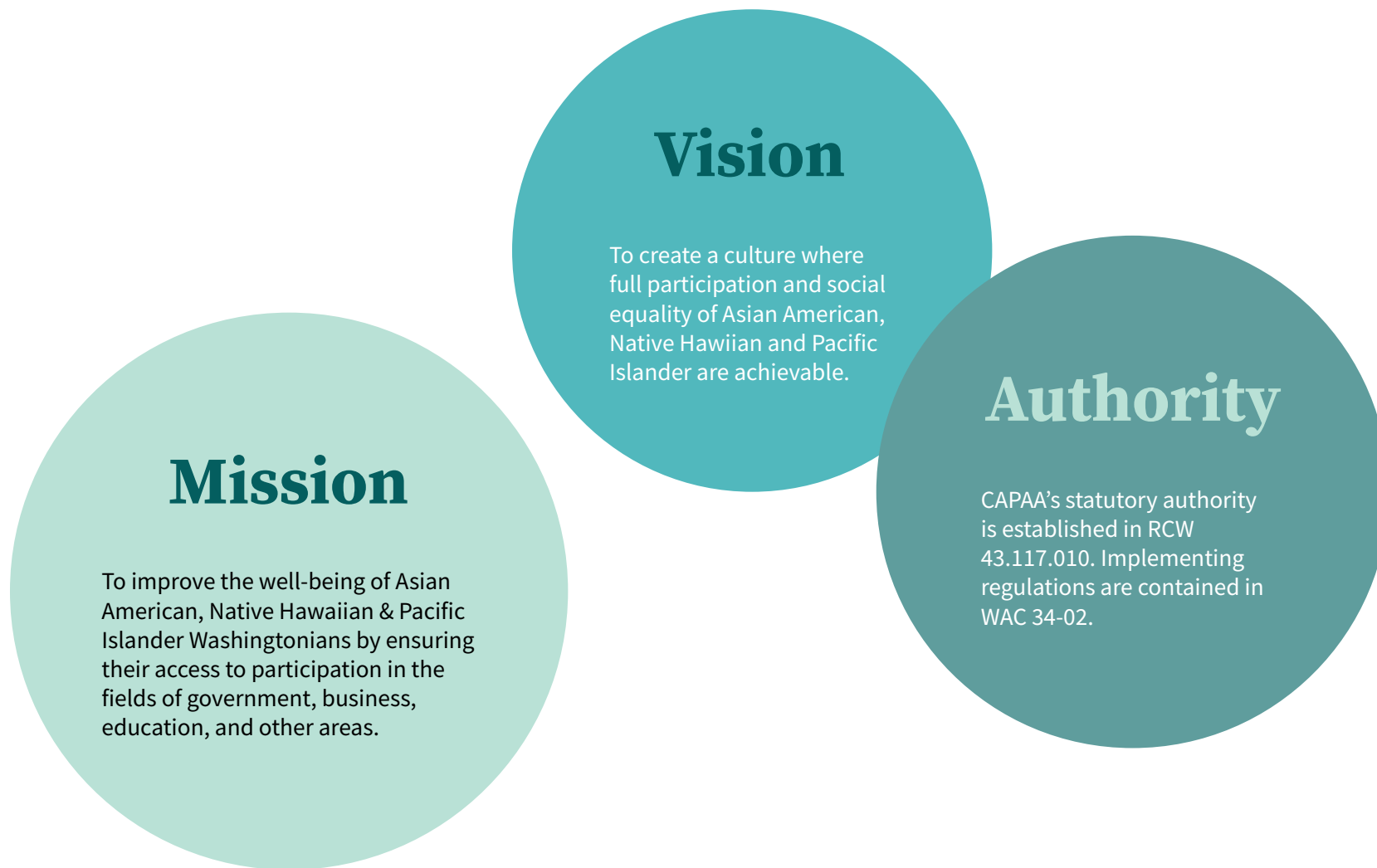
The Commission was formed by the Legislature over concern with the plight of those Asian American, Native Hawaiian & Pacific Islanders who, for economic, linguistic, or cultural reasons, find themselves disadvantaged or isolated from

American society and the benefits of equal opportunity. The Legislature deemed it necessary to create the commission to carry out the following purposes:

- Improve the well-being of Asian American, Native Hawaiian & Pacific Islanders by ensuring their access to participation in the fields of government, business, education, and other areas.
- Help all Asian American, Native Hawaiian & Pacific Islanders achieve full equality and inclusion in American society.
- Aid Asian American, Native Hawaiian & Pacific Islanders in obtaining governmental services in order to promote the health, safety, and welfare of all the residents of this state.







# Powers and Duties

The Commission examines and defines issues pertaining to the rights and needs of Asian American, Native Hawaiian & Pacific Islander Washingtonians and makes recommendations to the governor, state legislature, and state agencies with respect to desirable changes in program and law.

The Commission advises state government agencies on the development and

implementation of comprehensive and coordinated policies, plans, and programs focusing on the special problems and needs of Asian American, Native Hawaiian & Pacific Islanders.

The Commission coordinates and assists with statewide celebrations during the fourth week of Asian American, Native Hawaiian & Pacific Islander Heritage Month that

recognize the contributions to the state by Asian American, Native Hawaiian & Pacific Islanders in the arts, sciences, commerce, and education.

The Commission coordinates and assists educational institutions, public entities, and private organizations with celebrations of Korean-American day that recognize the contributions to the state by Korean-Americans in the arts, sciences, commerce, and education.

The Commission recommends potential commissioner candidates to the Governor for review and appointment.

The Commission establishes relationships with local governments and private industry to promote equal opportunity and benefits to Asian Americans, Native Hawaiian & Pacific Islanders in government, education, economic development, employment, and services.

The Commission holds public hearings, takes testimony, receives evidence, as the commission deems advisable.

The Commission secures directly from any department or agency of the state information necessary to enable it to carry out its purpose. Upon request of the chair of the commission, the head of such department or agency shall furnish such information to the commission.

The Commission has authority to receive such gifts, grants, and endowments from public or private sources as may be made from time to time in trust or otherwise for the use and benefit of the purposes of the commission.





# Organization

Today, CAPAA is a cabinet-level agency consisting of three staff and 12 Commissioners appointed by the Governor who work collaboratively to identify and examine issues impacting community members and advise the Governor, State Legislature and all other state agencies and strategies to better serve them. CAPAA responds to concerns and brings about positive change with long-term solutions. Our staff and commissioners:

- Ensure community voices are heard in state government.
- Inform communities about laws and policies that affect their well-being.
- Advocate for policies and services that support the unique needs of our communities.

# Priority Issue Areas

Commission priority issue areas as described in its enabling legislation are as follows:

- **Civil Rights & Immigration:** Advocate for civic engagement, civil rights, immigrants/refugee rights, environmental justice, promote tolerance
- **Education:** Develop strategies to ensure every child has access to a quality education that values diversity and mutual respect.



- **Health & Human Services:** Promote solutions to improve access to quality, affordable, and culturally-appropriate health and social services.
- **Economic Development:** Increase opportunities to participate in entrepreneurship and the workforce.

In order to meet its mission, the Commission serves several functions and roles. Among them are:

- **Research and analysis:** To examine and define issues pertaining to the rights and needs of AA & NHPs, and make recommendations to the governor, legislators, and state agencies with respect to desirable changes in program and law.
- **Advisory and Advocacy:** To advise the Governor and state and local public officials on the development and implementation of comprehensive and coordinated policies, plans, and programs focusing on the special problems and needs of AA & NHPs.
- **Education:** To educate AA & NHPs communities about laws, programs, and policies that affect its well-being.
- **Conduit and consultant:** To make government more accessible by serving as a conduit and consultant between AA & NHP communities and state agencies.
- **Resource:** To serve as a resource through research and educational materials, technical assistance, agency referrals, casework, and community forums.

# Needs Assessments

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# Needs Assessments

**Each year, CAPAA conducts a statewide needs assessment of Asian American, Native Hawaiian & Pacific Islander communities, to identify and examine the population.**

Most recently, in 2022, The Commission provided a demographic Snapshot of AA & NHPI's based upon Census 2020 and 2020 American Community Survey Data. CAPAA's Needs Assessments can be accessed [online here](#).

The goal is for this information to serve as a useful reference to partners in state government who often approach us with questions about AA & NHPI's and how to effectively engage. It is also intended to be a helpful tool to community-based organizations and members of the public who are looking for publicly available demographic information on AA & NHPI Washingtonians.

Today, AA & NHPI communities together comprise 12.3% of the state's overall population, making AA & NHPI's the state's second-largest and fastest-growing minority group. When disaggregated by race, population totals for Asian American, Native Hawaiian & Pacific Islander communities is as follows:

- 8.5% Asian population statewide
- 11% Asian Alone and in combination with another race

- .7% NHPI alone
- 1.3 % NHPI in combination with another race

AA & NHPI's are present in every county in the state. The majority of Asian populations are located in King (386,404), Snohomish (86,121), Pierce (55,571), Clark (21,752) and Thurston (15,832) counties. The majority of the Native Hawaiian, Pacific Islander populations are located in King (16,944), Pierce (12,848), Snohomish (4,197), Clark (3,751) and Spokane (2,799) counties.

The Asian population has a poverty rate of 9.3%. Native Hawaiian and Pacific Islanders have a poverty rate of 15.3%, which are higher than the white poverty rate at 8.1%.

The top spoken Asian languages are Chinese (89,549), Vietnamese (61,610), Tagalog (56,497), Korean (48,425) and other Pacific Islander languages (29,876). Vietnamese, Korean, Khmer-Cambodian and Chinese communities have higher rates of limited English proficiency while South Asian Indian communities including those that speak Hindi, Urdu and Gujarati tend towards having higher rates of speaking English "very well".



# Pillars of Advocacy

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# Pillars of Advocacy



The following are pillars of advocacy that can and should be applied across the board in all efforts. These pillars convey how the Commission strives to promote access and equity in state government.

## **Anti-Racism and Pro-Equity (PEAR)**

**internal practices:** All three members of CAPAA staff serve as the agency's PEAR team, where we will work in conjunction with the Office of Equity to improve internal best practices and live our own commitment of addressing systemic racism and proactively removing barriers to justice in order to achieve procedural and outcome fairness for staff and community stakeholders alike. CAPAA should work intentionally to engage the newly formed HAPPEN Business Resource Group on engagement and job opportunities, like AA & NHPI Heritage Month.

**Centering Community Voice:** CAPAA's role is to identify and examine issues impacting AA & NHPI community members, and our twelve appointed Commissioners representing some of the state's geographic and cultural diversity have a role in conducting meaningful engagement towards community-centered solutions to issues. In this way, community engagement with the public at-large is integral to the agency living its mandate. The Commission complies with all Open Public Meeting Act rules, and strives to being "barrier-free" through creating as many avenues as possible for inclusion into public meetings: traveling to be in-

person while still offering remote options for participation to members of the public, and providing reasonable accommodations to those who request it in a timeline matter.

**Cultural Humility:** As a state agency, the Commission recognizes significant cultural and institutional barriers that inherently exist in attempting to reach AA & NHPI stakeholders. The Commission must practice humility - acknowledgement that the state government's norm of operations is not always the most appropriate or effective when serving communities of color, immigrants, and refugees. The Commission embraces a "trusted messenger model" of community engagement, working collaboratively with Commissioners, community-based organizations, community gatekeepers and other grass-roots leaders with credibility to effectively conduct its work. The Commission intentionally embraces opportunities to participate in community events as a guest or exhibitor to build relationships and raise public awareness of CAPAA and its work. Partner with community-based organizations and state agencies to hold public informational opportunities virtually and in person.



**Serve as a Resource:** The Commission should seek out and embrace opportunities to participate in events, workshops, conference, symposiums, panels and news interviews as subject matter experts. In addition to hosting five public board meetings each year, the Commission should also hold public community meetings, forums and focus groups in person and virtually in conjunction with other state entities to provide education to community members and solicit public input.

**Workgroups, committees, taskforces:** Each year, the Commission is named to serve upon a number of state workgroups, committees and taskforces. Recognizing that subject matter expertise on specific issue areas exists within the community at-large, the following is a process for identifying and appointing community members as CAPAA designees.

Advertise appointment opportunities via CAPAA Commissioners and formal CAPAA communications channels including the newsletter and social media. Connect with potential appointees for a preliminary Q & A. Host a formal interview with representatives of the relevant standing committee. Ensure the final appointee is publicly listed on CAPAA's website with a summary of their role. Invite the appointee to report back to committee to provide updates, and invite opportunities for institutional support from CAPAA to advance their voice and work in advocacy. Publicly publish the final work product upon the CAPAA website.

The Commission will continue to advocate for inclusion upon state work groups and

task forces to ensure community perspective and voice is formally accounted for on a wide range of issues, especially priority issue areas.

**State Partnerships:** The Commission act as a liaison between AA & NHPI communities at-large, agencies, the legislature and the governor's office. CAPAA meets with elected and appointed policy makers to educate them about AA & NHPI community member experiences, and advises on opportunities to support them. It also assists other actors at the state to conduct culturally appropriate engagement with AA & NHPI communities. Additionally, CAPAA strategies should strive to address goals identified by Results Washington and the Governor's Office and work collaboratively towards those goals.

**Robust Communications:** The Commission can maximize its reach by continuously managing contacts and growing the agency's listserv. It should aim to have a concerted, consistent social media presence and amplify AA & NHPI social media pages to expand the agency's network and communications reach. Maintain the agency's webpage to be simple, concise and intuitive - a easy-to-navigate, one-stop-shop for community members. Strive for ADA compliance in the production of all materials, and lean on use of visuals in lieu of words when able. Utilize ethnic media including print and radio outlets, and distribute culturally and linguistically-appropriate informational materials compiled by CAPAA or others.

**Promote Language Access:** Work with the ethnic Commissions and Office of Equity to

promote language access throughout the enterprise. Work to ensure all state agencies utilize the Washington State Language Access Plan and make vital information idiomatically available to all community members. Share information about commonly spoken AA & NHPI languages and dialects to inform agencies on how to prioritize translation and interpretation services. Advise on the development and distribution of culturally and linguistically-appropriate informational materials.

**Promote Disaggregated Data and Consistent Data Collection:** Work with the Ethnic Commissions and Office of Equity to promote the disaggregation of data across state government, and to break down the silos between state agencies and offices by prompting consistency of data collection fields. Partner with Results Wasihngton when conducting public performance reviews and provide input on interagency projects. Conduct an annual Needs Assessment assessing AA & NHPI demography by race, ethnicity, language, location in order to identify evolving needs, issues and opportunities.



# Priority Issue Areas

4



## Priority Issue Areas

### Civil Rights and Immigration

**Goal:** Examine and define issues of systematic or widespread discrimination, bias, disadvantage or harm against Asian American, Native Hawaiian & Pacific Islander peoples, including immigrants and refugees, and proactively work with institutional actors and communities to undo oppression and advance equity.

**Background:** Washington State has a painful history of exclusive laws impacting communities of color and immigrants, from colonization of Hawaiian and Pacific Islands, nuclear testing in the COFA islands, to chinese exclusion, japanese american incarceration, redlining, segregation, and laws banning interracial marriage. Communities led the fight to justice, and, over time, earned rights and freedoms bit by bit that were granted to their white counterparts. This very history lives at the inception of CAPAA, for racism and discrimination against non-whites is embedded in our systems, structures, cultural norms and practices, and requires vigilance. As well as strategies for Pro-Equity and Anti-Racism. Still today, disparities as a result of a history of exclusion lives on in our institutions. AA & NHPI's continue to be underrepresented in the electorate,

with barriers to participating in electoral processes, including as voters, candidates, and elected officials making laws. AA & NHPI's are underrepresented in elected and appointed office. There has never been a Native Hawaiian, Pacific Islander or COFA Islander elected official in the State of Washington. While the community has been in Washington for over a century, endemic systemic erasure and oppression has significantly compromised the development of the NHPI Political Voice.

The legacy American immigration enforcement of unconstitutionally, indefinitely detain undocumented immigrants and target lawfully resettled refugees leaves a legacy of fear, displacement and social disorganization among communities of color. Heightened fear among immigrant and refugee







communities grew, as ICE raids increased. The Trump Administration announced an effort to forcibly remove and deport lawfully resettled Vietnamese refugees, potentially displacing thousands of Washingtonians and sewing deep fear and mistrust among community members. This required many efforts at the state level to express support for community members and lend our voice against these xenophobic policies. Meanwhile, many members of the Cambodian community facing imminent deportation for having committed crimes in the past sought clemency from Governor Inslee. CAPAA was asked to weigh in and explored ways to expand capacity for the clemency board and expedite review of cases for people facing exigent circumstances, including imminent deportation.

When the Covid-19 pandemic hit Washington first, the flames of anti-asian sentiment were fanned from political leadership, who used the terms “Chinese Virus”, “China Virus” and “Kung Flu”,

which led to a significant increase anti-asian sentiment. Chinese businesses were hit hard before statewide shutdowns, as business plummeted due to racist impressions and acts of vandalization. Across Washington State, incident reports of hate crimes, including acts of violence, grew. Reports of acts of discrimination in public schools and higher education which required swift responses from CAPAA in conjunction with political leadership and school administrators to ensure students of asian ancestry were not be unconstitutionally segregated, separated, or excluded.

Meanwhile, the climate crisis intensified with more extreme seasons, devastating wildfires, unbearable heat without access to cooling stations for many communities of color, and many vulnerable people, especially the elderly, casualties. Communities at home observe from afar climate disasters impacting their countries of origin, and scramble to provide access to much needed relief

resources: the sweltering heat in India, the sinking Islands of Tuvalu, the tsunami in Tonga, are three primary incidents just to name a few. We anticipate more climate refugees arriving in Washington State in the years to come. AA & NHPI communities that have been here for generations live in historically POC neighborhoods and, due to redlining laws, are clustered around industrial and transportation hubs. This increased exposure to industrial activity directly correlates to higher incidence of asthma, cancer, infant mortality, and significantly lower life expectancy.

Community activism and mobilization in response to compounding crises has voiced the need for justice and political voice. The Commission understands its role in advancing justice by promoting voice, visibility, access to democracy and policy change in State Government.

**Objective:** Increase civic engagement of AA & NHPI community members in elections and legislative processes.

- Work collaboratively with the Secretary of State to empower the AA & NHPI electorate by addressing the high rates of ballot rejections as well as promoting translated voters guides and ballot boxes;
- Promote awareness of how to access the capital budget to build affordable housing and community spaces;
- Assist planning the annual POC Legislative Summit statewide in conjunction with legislative members of color;
- Regularly participate in meetings of APIC-WA and assist in its organization of AA & NHPI Lobby Days in Olympia, WA. Assist communities in their organization of other cultural lobby days, including, but not limited to, COFA Lobby Day and Vietnamese Lobby Day;
- Support a pipeline for political voice and advocacy for Native Hawaiians and Pacific Islanders.

**Objective:** Promote community safety and a culture of inclusion, tolerance





and fairness against acts of bias, discrimination, hate and violence.

- Work the the Attorney General's Office, OSPI, the Human Rights Commission, law enforcement, and community-based organizations to address the rise in discrimination, bullying and hate crimes;
- Examine and define issues of systematic or widespread discrimination, bias, or disadvantage against Asian American, Native Hawaiian & Pacific Islander immigrants and their families;
- Support the development of coalitions to address unmet needs and increase the voice of underrepresented communities;
- Work proactively with ethnic commissions to bridge the divide between black, latino and asian communities and address the stigmas and biases that exist between communities of color.

**Objective:** Promote safety, stability and support for immigrants and refugees living in Washington State.

- Raise awareness of the impact of federal immigration laws and policies, including federal immigration enforcement and detention facilities, on AA & NHPI communities;
- Partner with community based organizations (CBOs), legal aide and state agencies who are trusted by, and currently serving our AA & NHPI communities in immigration

and naturalization services to serve families in need;

- Continually partner with the Governor's Office, Washington State Patrol and the Criminal Justice Training Center to raise awareness of policies related to non-compliance with federal immigration enforcement, as well as cultural competency;
- Advocate for the preservation and expansion of state-level programs providing a social safety net to immigrants and refugees, including undocumented residents.

**Objective:** Empower AA & NHPI communities as subjects impacted by and actively involved in the fight against climate change to advance environmental justice.

- Center AA & NHPI community stories and experiences as climate refugees

and residents of historically redlined areas clustered around transportation hubs and concrete deserts who are disparately impacted by climate change and inclement weather, including heat, drought and food;

- Identify opportunities for AA & NHPI communities to gain mastery in skills and science necessary to mitigate environmental harm, transform carbon fuel-based industries, reduce our carbon footprint and restore the health of the planet and communities. This includes educational opportunities, job readiness into clean energy, maritime and transportation industries, forestry, and other historically white industries and careers;
- Advocate for inclusion in state workgroups and task forces focused on environmental policy to ensure Asian and Native Hawaiian/Pacific Islander representation.

## Economic Development

**Goal:** Support Asian American, Native Hawaiian & Pacific Islander businesses and workers with the knowledge, tools, and resources, and changes to state law and policy necessary to be successful.

**Background:** Asian Americans, Native Hawaiian & Pacific Islanders are generally among both the highest income and the lowest wage earners in Washington State. Immigrant entrepreneurship and the role of small businesses are particularly important for AA & NHPI households and communities. However, many communities are unable to access mainstream resources offered by American financial institutions due to their lack of knowledge and experience with credit—making culturally and linguistically-appropriate technical assistance a critical need.

The Covid-19 pandemic severely and disproportionately affected Asian American, Native Hawaiians, and Pacific Islanders economically. AA & NHPI businesses were hit earliest - as members of the public stopped patronizing asian-owned businesses due to the racist perception of them being unclean. Asian-owned businesses were vandalized due to anti-asian racism, though many did not have insurance to cover the costs associated with destruction or vandalism. AA & NHPI business owners heard of grant or relief opportunities last, as they were not released in-language at the same time as they were released in English. And AA & NHPI businesses resources to apply for government assistance when applications themselves were not translated.

The Commission advised the Department of Commerce and Governor Inslee on the creation of the Washington State Small Businesses Resiliency Network, whereby small, minority owned businesses could receive culturally specific support in accessing business resilience resources offered by the State of Washington.

The Commission also leaned on information gathered via the Census 2020 Strategic Work Plan, which listed all known AA & NHPI-

owned businesses in Clark, Whitman and Thurston Counties, and conducted phone banks reaching out to these known AA & NHPI-owned businesses and steering them towards The Small Business Resiliency Network.

During the height of the pandemic, layoffs caused instability compelling communities to rely on unemployment assistance. Barriers arose with the Employment Security Department caused by an influx of requests, lack of language access, and COFA citizens' unique status preventing them from finishing their applications. These complications in our institutions exacerbated already apparent gaps in equity in our society. The state also observed a "the great resignation" with thousands of community members resigning from their employment.

Recognizing the challenge of dismantling systemic inequities that cause AA & NHPI communities to face persistent barriers to business opportunities, the commission must take on the role of first identifying the barriers to entry for Asian American, Native Hawaiian & Pacific Islander business owners and then educating the community on the vast number of resources available to them. The commission must also stay vigilant and continue to identify potential barriers to achieving economic equity in business opportunities for AA & NHPI's, as well as to promote new pathways to equity.

**Objective:** Examine and define economic development issues that impact Asian American, Native Hawaiian & Pacific Islander businesses and workers.

- Collaborate with state partners and stakeholder groups to form listening sessions to identify top issues of concern for AA & NHPI business community;
- Collaborate with OMWBE, Commerce,

and participate as members of the Governor's Subcabinet on Business Diversity in order to advance state initiatives, programs, and opportunities;

- Develop a culturally and linguistically-appropriate resource guide for business owners about access to capital, technical assistance, etc.

**Objective:** Advise Commerce and other state partners on programs to provide small businesses with technical support needed to survive and thrive.

- Support WA state business network to ensure continued and expanded to access to technical support and resources;
- Work with state agencies and ethnic chambers, and business owners directly to improve understanding of state regulations and policy changes.

**Objective:** Promote diversity in contracting at the State of Washington by partnering with OMWBE, the Governor's Subcabinet on Business Diversity, the Office of Equity and others.

- Work to fully implement Executive Order 2022-01;
- Promote certification of AA & NHPI-owned businesses and examine feasibility of consolidating certification for local, state, and federal requirements;
- Develop a centralized resource with all state contracting opportunities that is also accessible to LEP communities;
- Strive for 100% WMBE utilization at CAPAA.





# Education: Goal & Strategies

**Goal:** Minimize barriers and close the educational opportunity gaps impacting Asian American, Native Hawaiian & Pacific Islanders students, families & educators in early learning, K-12 and higher education.

**Background:** The Commission acknowledges that significant disparities exist in experiences and educational outcomes for Asian American, Native Hawaiian and Pacific islander students.

When race data is aggregated together, these disparities are often veiled, as large numbers of Chinese, Japanese, Korean, Filipino and Indian students with more favorable outcomes shield the extent of

the inequities and impacts upon other ethnic subgroups. AA & NHPI cultures are not embraced in public education spaces, systemically, socially, or in the curriculum itself. Furthermore, Asian language courses offered in public schools have been reduced.

In 2008, the Washington State legislature funded a study for the Ethnic Commissions to examine the educational opportunity gap affecting students of color, which led to the establishment of the Educational Opportunity Gap Oversight and Accountability Committee (EOGOAC) in 2009. Over the years, the legislature established several committees, task forces and workgroups to address existing inequities in public education. The following is a list of education-related committees, workgroups and task forces upon which CAPAA has participated in the past three years:

- Washington Kindergarten Inventory of Developing Skills (WaKIDS) Review Subcommittee
- Family Engagement Framework Work Group
- Social Emotional Learning (SEL) Advisory Committee
- Ethnic Studies Curriculum Advisory Committee
- AAPI English Learner Data Disaggregation Grant
- Early Learning Advisory Council (ELAC)
- Educational Opportunity Gap Oversight and Accountability Committee (EOGOAC)

- Every Student Succeeds Act
- Family Engagement – Reopening Washington Schools Workgroup
- Language Access Advisory Committee.

The Covid-19 pandemic exacerbated existing equity issues in education, early learning, K-12 and higher education, for students and families of color, as well as those who are low income, limited English speaking, rural, differently abled, immigrants, and refugees. The pandemic also highlighted the growing issue of digital access (in)equity as having a key role in a students performance and ability to succeed. This includes (in)access to service and devices. Meanwhile, ongoing issues of racial discrimination and bullying have intensified due to the rise in anti-Asian sentiment.

The Commission must stay vigilant to identify and address barriers to achieving equity in public education for AA & NHPI students, families and educators, and proactively work to dismantle systemic failures, build new pathways to advance equity, and actualize anti-racism in public education.

**Objective:** Conduct a renewed study of Asian American, Native Hawaiian & Pacific Islander students examining the educational disparity gap and comparing findings to the baseline study conducted by the Ethnic Commissions in 2008.

- Work collaboratively with the EOGOAC and other Ethnic Commissions to identify a contractor,



- and define the study purpose and scope, develop research methods, advise on tool development and distribution;
- Ensure agreement in data fields between the baseline study and renewed study so that trends may be observed;
- Heed feedback from 2008 survey by supporting efforts to collect and examine demographic data on an ethnic basis;
- Engage community stakeholders to ensure robust participation in the study.

**Objective:** Promote the cultural capital of AA & NHPI's, including language diversity & cultural abundance, in public education spaces.

- Language access and cultural competency should be incorporated into systems, curriculum, policies, practices;
- Promote robust ethnic studies funding at the state and support local jurisdictions in implementing ethnic studies curriculum;
- Examine/define workforce education and opportunities and support efforts to diversity faculty and staff.

**Objective:** Promote a culture of inclusion and safety for AA & NHPI people in public education spaces.

- Promote anti-bullying campaigns;
- Work collaboratively with OSPI and the Attorney General's Office to implement recommendations formulated in the Hate Crimes Task

- Force (2020);
- Work to address the disparate discipline of students of color in public schools;
- Advocate against the passage of laws that aim to criminalize youth, and advocate in support of rehabilitative models of addressing misconduct behavioral issues.

**Objective:** Advocate for and advise on strategies to promote equity in public education.

- Monitor and advise on proposed laws introduced in the legislative session and advocate for dual inclusion for both the AA & NHPI communities as a Commission;
- Monitor and advise the work of task forces and committees that are working to address the opportunity gaps;
- Work to implement milestone pieces of legislation related to Language Access, Social Emotional Learning, Disaggregation of Data, Ethnic Studies, and Digital Equity;
- Work with OSPI to set state standards and work with local jurisdictions to ensure implementation of curriculum principles at the local level;
- Advise OSPI on the structure, requirements and application review of community grants, particularly those intended to serve communities of color;
- Create a publicly available toolbox for Education stakeholders (parents, instructors, administrators) to promote AA & NHPI equity in public schools.

## Health & Human Services

**Goal:** Advance policies and conditions to promote the physical, mental, emotional and spiritual wellness of Asian American, Native Hawaiian & Pacific Islander communities.

**Background:** The Covid-19 pandemic had severe physical, mental, and emotional health impacts upon AA & NHPI communities. Across the board, community mental health suffered with higher reports of substance abuse, depression and domestic violence. Pacific Islander and COFA islander community members experienced significantly higher rates of contraction, hospitalization and death from Covid-19. Access to unemployment for limited English proficiency individuals was sparse. Although the system impacted everyone, our communities were not able to communicate with service







representatives when they got through.

CAPAA held the *Asian Community Statewide Listening Forum* in conjunction with Asian Counseling and Referral Services. Results were formally presented to the Governor’s Safe Start Social Support Advisory Group, which identified the following common themes:

- Racism, Xenophobia, Bias & Hate
- Language Access
- Unemployment
- Economic Instability/Need for Resources
- Mental Health Care
- Impact of Isolation Upon Elders

- Dangers for Frontline Workers
- Digital Divide

The Pacific Islander Community Association of Washington also led on convening the *Native Hawaiian and Pacific Islander Covid-19 Town Hall*. The results were reported back to the Governor’s Safe Start Social Support Advisory Group and identified the following primary themes:

- Unemployment
- Food Insecurity
- Housing Insecurity
- Gender Diverse Community Disparities
- Pre-existing Health Disparities

- Mental, Cultural, & Spiritual Health Struggles
- Access to data, funding & policy

Community members experiencing challenges and barriers to relief/justice leaned into community-based organizations (CBO’s) to help them navigate systems and advocate for change. This puts strain on the organizational capacity of CAPAA and CBO’s to meet the demand for service. In both listening sessions, the message was loud and clear:

**Diverse communities will care for their own, but they need financial assistance because private donors and volunteers can’t do all the lifting.**

— Precy Tamaki, Yakima County





Prior to the Covid-19 pandemic, COFA Islander Health Care and COFA Dental Care were established. Today, recruitment and retention of program participants remains a challenge, and will require specialized outreach strategies on an ongoing basis. The program also faces the risk of de-funding.

English Language Proficiency and poverty are strong social determinants of health and are strong barriers to accessing care. Southeast Asian elderly have some of the highest rates of limited English proficiency (LEP) of any ethnic group, and are more likely to live in poverty. Southeast Asian communities, and refugees in particular who have survived the trauma of war, genocide, and displacement, suffer physical and mental health challenges (SEARAC, 2022).

The Compact of Free Association (COFA) provided that the United States may conduct nuclear testing on the Marshall Islands, Mariana Islands, the Island of Palau, and Federated States of Micronesia, in return for certain rights. Although there are residual, intergenerational health and environmental impacts from nuclear decimation, the United States did not make good on its guarantee to health care access for COFA citizens.

Health disparities are complex and specific to ethnic group, generation, and level of access to care. Addressing health disparities will require coordination among communities of color, state agencies, and the health care system. The Washington State Department of Health released its [Transformational Plan](#) (2022) to holistically improve the “health ecosystem” to ultimately strengthen communities through meaningful engagement of countless partners.

The legislature has established several committees, task forces and workgroups to address existing inequities in public health. The following is a list of health-related

committees, workgroups and task forces upon which CAPAA has participated over the past three years:

- Pandemic After Action Review Task Force
- Sexually Transmitted Infections Work Group
- Physical Activity Task Force
- Universal Basic Income Feasibility Study Strategic Advisory Team
- COFA Healthcare Advisory Committee
- COFA Dental Care
- Governor’s Interagency Council on Health Disparities
- Action Alliance for Suicide Prevention

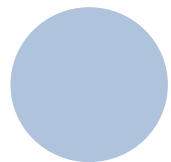
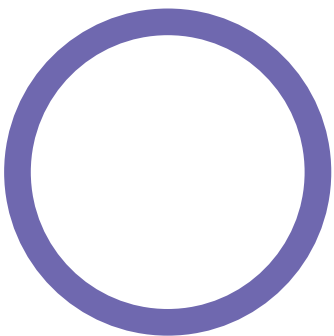
**Objective:** Advocate for resources for Community Based Organizations to have sufficient capacity to continue providing direct services to community members.

- Highlight the work CBO’s do on the front line to identify, examine and address issues impacting AA & NHPI communities;
- Advocate for expanded funding for community-based, non-profit organizations providing culturally competent and idiomatically specific care;
- Support the Department of Health to make equity-centered plans to address crises.

**Objective:** Advocate for Unemployment, WA Apple Health, COFA Health Care, COFA Dental Dental, and other critical programs to offer accessible services to community members.

- Ensure they offer fully translated materials and routinize providing interpretation services;
- Advocate for funds for ESD to translate the portal and forms into all languages needed.
- Advocate that they prioritize hiring customer service staff with language skills and provide a direct line for the





- public to access those staff;
- Promote the use of Navigators, as used by WA Health Plan Finder, and partner with CBO's serving immigrant communities providing language assistance and cultural appropriate assistance;
- Establish a "Trusted Partner" program with CBO's, similar to DSHS's Washington Connection Purpose program, to help Washington residents complete applications and carry out other activities designed to help them maintain eligibility;
- Promote access for undocumented residents and people of diverse immigration status, including those seeking asylum, to qualify for state services and programs.

**Objective:** Promote access to state services for COFA citizens based upon their unique immigration status.

- Remove barriers preventing COFA citizens and undocumented residents from accessing unemployment benefits, COFA Health Care, COFA Dental, and employment opportunities;
- Partner with DOH to promote enrollment into Health and Dental programs
- Advocate for continued funding for



- programs, and expanded funding for community support;
- Advocate at the federal level to improve access to obtaining their I-94 and I-102.

**Objective:** Increase awareness of physical, mental and social health conditions disparately impacting AA & NHPI's including: alzheimers, diabetes, dementia, heart disease, hypertension, obesity, stomach cancer, Covid-19, addiction, anxiety, depression, substance abuse, and domestic violence.

- Promote accurate information about health issues by meeting with public health agencies across the state;
- Participate in awareness month campaigns;
- Host and participate in public events with health officials, service providers and community members;
- Promote the professional advancement of AA & NHPI's into the medical and public health fields;
- Convey community perceptions of public health issues to public health entities and service providers to overcome obstacles preventing access to care;
- Engage community organizations on providing culturally competent care and work with state agencies to ensure public health initiatives are accessible to LEP communities;
- Develop and advocate for targeted strategies, including culturally-appropriate wellness and prevention approaches that will address health disparities;
- Promote education and awareness of mental health to destigmatize the need for mental and behavioral health care.

## Organizational Capacity

**Goal: Build the agency's organizational capacity to fulfill its mission and sustain its operations for the next 50 years.**

**Background:** CAPAA, at its peak, had four staff in two offices in Olympia and Seattle. Unfortunately, they were defunded by the legislature and threatened to be combined with the other ethnic commissions. Additionally, the Commission's scope has been encroached by other state agencies. As we see population increase, it demands more engagement from staff and commissioners. When Covid-19 pandemic arrived in King County and spread throughout Washington State, Governor's "Stay Home, Stay Healthy" order resulted in total shutdown of in-person operations and, effectively, all operations went completely virtual. As we return to in-person operations,



the “new normal” requires agencies to support hybrid operations, supported by updated technology and equipment.

**Objective:** Obtain resources necessary to conduct meaningful engagement statewide.

- Convene community forums on emerging and pressing issues impacting AA & NHPI communities;
- Establish a presence in rural communities and border counties with hard-to-reach populations, and build upon those relationships with consistency and intentionality;
- Develop linguistically-appropriate materials, including CAPAA’s website, for limited English proficient populations;
- Utilize interpretation services at public forums and in the office to better receive community input from Limited English Proficient (LEP) populations;
- Acquire technology necessary to accommodate virtual and hybrid settings in the post-pandemic “new normal”;
- Conduct research, produce reports and distribute materials related to AA & NHPI demography and issues.

**Objective:** Support the state legislature in engaging and honoring community perspective, voice and input by participating in all legislative committees.

- Advocate for two appointees to each work group, to ensure representation



of both Asian and NHPI perspectives, respectively;

- Advocate for special funding to meaningfully engage both Asian and NHPI communities;
- Protect the Office of Equity against being named in legislation to do outwards facing work, as warned against in the Equity Office Task Force Recommendations.

**Objective:** Obtain resources necessary to support professional development of staff and Commissioners.

- Maintain a competitive, diverse workplace by offering performance-based salary increases, professional development trainings and certifications, participation in professional conferences, and offer tuition reimbursement to staff;
- Support Commissioners by offering commissioner compensation in public board meetings, facilitating mentorship to new Commissioners, in-person onboarding and orientation, team building opportunity among Commissioners and with staff, trainings in DEI, business writing and Robert’s Rules of Order, participation in professional conferences, reimbursement for travel and participation in state activities;
- Re-launch the Ruth Woo fellowship program and potentially expand the program to facilitate a pipeline for eager AA & NHPI youth and students to enter the pipeline into Washington State service.





**Objective:** Routinize the process for Commissioners and other CAPAA appointees to coordinate in advocacy.

- Routinize the recruitment and appointment of members of the public at-large for state opportunities;
- Support report-backs of appointees to appropriate committees and the full Commission.
- Conduct regular check-ins and follow ups to those who represent CAPAA in an official capacity;
- Support engagement efforts with community members and policy makers, including the State Legislature, Governor, and Lt. Governor, to increase advocacy capacity of appointees and Commissioners.

**Objective:** Implement and routinize emerging state initiatives and mandates impacting organizational capacity.

- Ensure cyber security of CAPAA and its website domain;
- Ensure proper administration over mobile device management;
- PEAR plan formulation and implementation by PEAR Team Members.



**Washington State Commission on Asian  
Pacific American Affairs**  
[www.capaa.wa.gov](http://www.capaa.wa.gov)







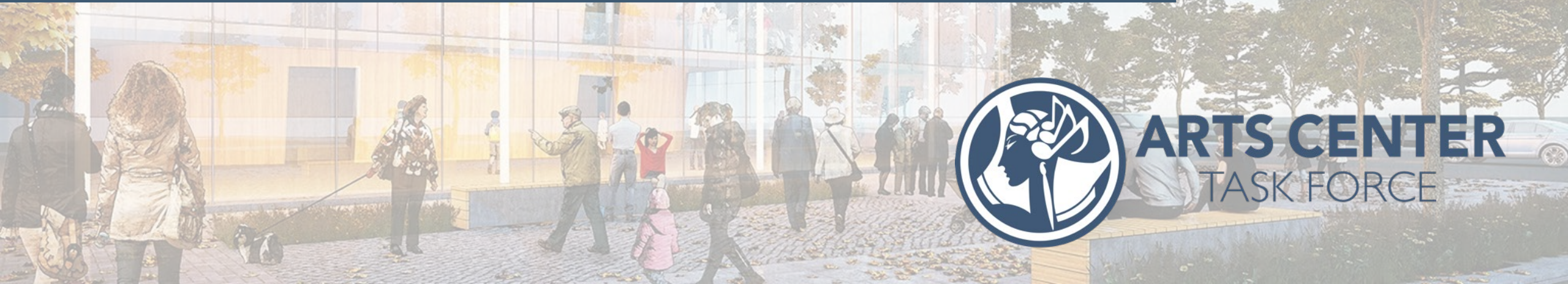


# MID COLUMBIA ARTS CENTER



# Update to the Port of Kennewick

Presented by Phinney Brown, Executive Director  
Arts Center Task Force - September 12, 2023



**ARTS CENTER**  
TASK FORCE



# OUR MISSION

*Our mission is to build and operate the Mid-Columbia Performing Arts Center; a vibrant, state-of-the-art facility for artistic expression and innovation. We strive to enhance cultural access and quality of life for the community, promote economic vitality, and support local arts organizations to collaborate, grow, and thrive.*









# COLUMBIA PARK WEST





# **RICHLAND PUBLIC FACILITIES DISTRICT BOARD APPOINTMENTS**



ACTF CHAIRMAN, STEVE WILEY

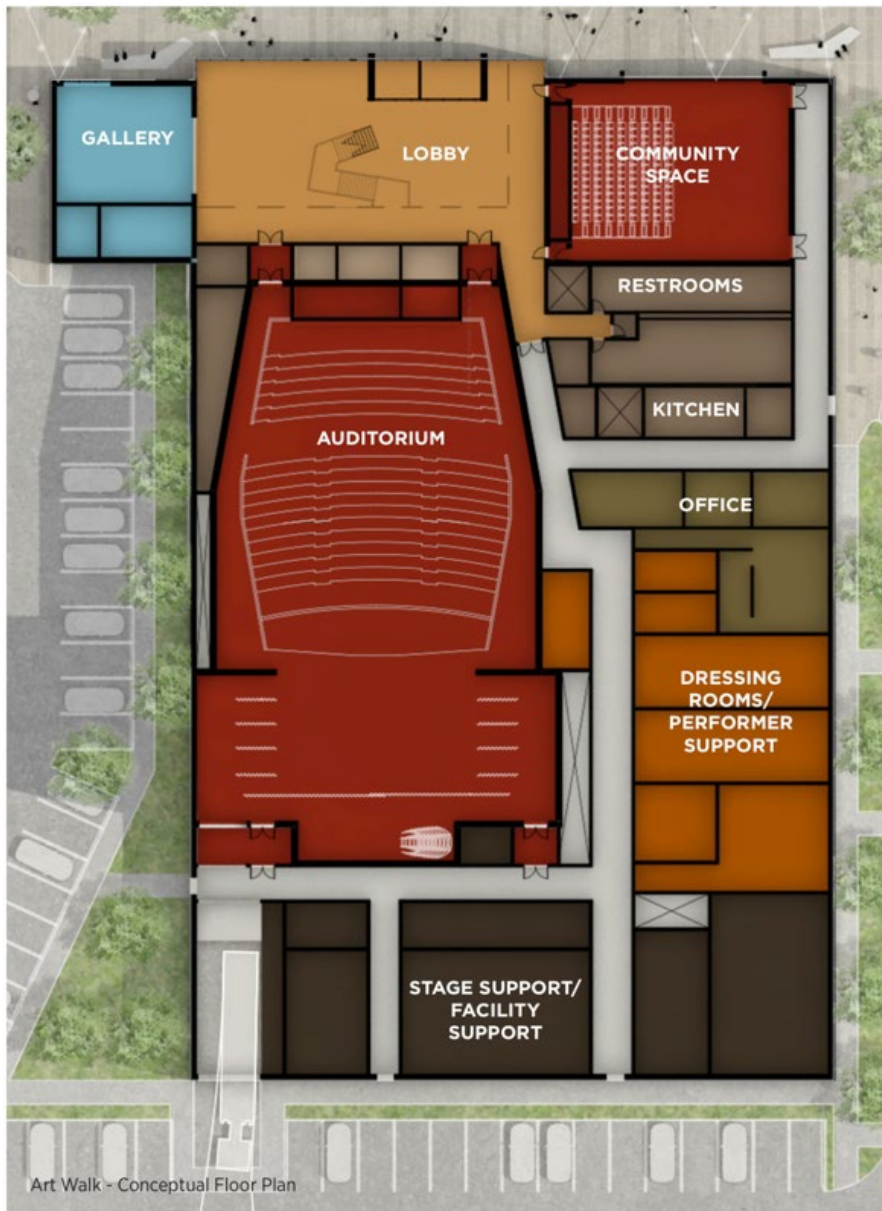


ACTF SUPPORTER, TED MILLER





# UPDATED PLANS







Next steps





# QUESTIONS?

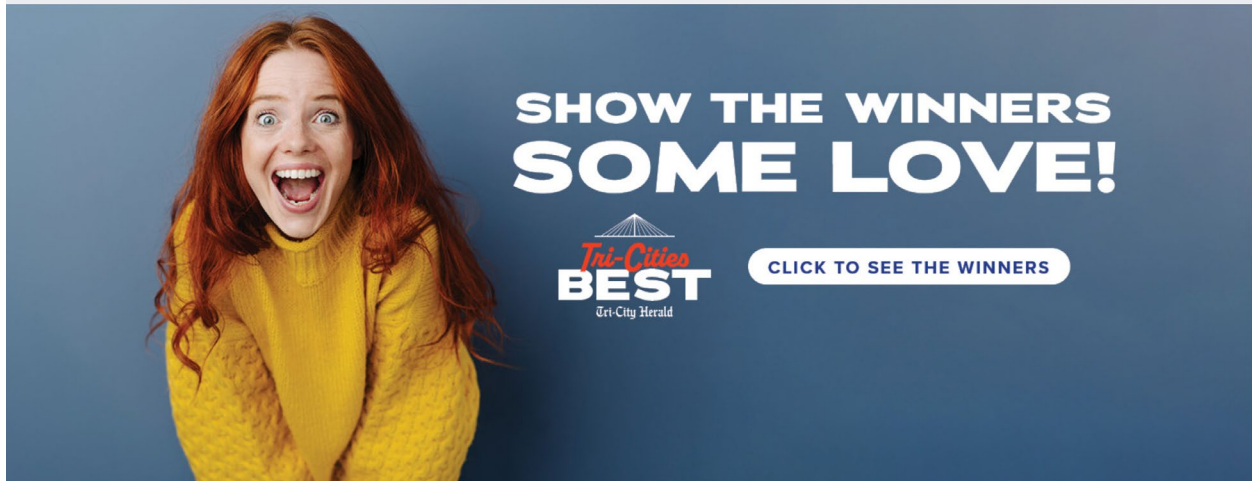






# Tri-Cities BEST

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## 2023: Gold Best Marina (+1)



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in [Marina](#)

### Clover Island Boat Launch



102 N Clover Island Dr, Kennewick, Washington

Clover Island Boat Launch features convenient amenities like no-fee launching areas, public picnic areas, restrooms, 24-hour gas and diesel pumps, seasonal dumping, and open and covered moorage for guests.

509-586-1186









VISTAFIELD  
VistaField.com

# 2023 TRI-CITIES E-BIKE EXPO

SEPTEMBER 14, 2023  
4PM-8PM  
FREE ENTRANCE

6600 W DESCHUTES AVE  
KENNEWICK, WA 99336

E-BIKE DEMOS, GUEST SPEAKERS, SAFETY  
EDUCATION, COUPONS FOR FREE  
INDIVIDUAL BICYCLING SKILLS  
ASSESSMENT WITH A PROFESSIONAL  
COACH, FOOD TRUCKS, & MUCH MORE!

- \*BRING YOUR OWN HELMET
- \*ID REQUIRED FOR E-BIKE DEMOS
- \*MINORS MUST BE ACCOMPANIED BY PARENTS

EVENT PARTNERS:



THE LEAGUE  
OF AMERICAN BICYCLISTS  
since 1880



PORT OF  
KENNEWICK



BENTON-FRANKLIN  
COUNCIL OF GOVERNMENTS



PEDEGO  
ELECTRIC BIKES



CORA'S  
E-bike shop







**PORT OF KENNEWICK COMMISSION**  
**INFORMATIONAL MEMO**

**September 12, 2023**

**Subject: Executive Session – Potential Purchase: Factors to Consider Which May Affect the Price of Real Estate Under Consideration for Purchase Which Could Cause a Likelihood of Decreased Price If Publicly Discussed and to consider legal or financial risks of a proposed action.**

**Presented by: Carolyn Lake, GLG, Legal Counsel**  
**cc: Tim Arnzen, Port Chief Executive Officer**

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**ISSUE**

The Port is analyzing one or more proposals for sale of Port property. The Commission seeks to consider issues and factors regarding the potential price offered where public knowledge regarding such consideration would cause a likelihood of decreased price.

The Commission wishes to consider such factors in accordance with RCW 42.30.110(1)(c) and (i), which allows an executive session to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of decreased price.

**DISCUSSION**

The Commission may consider in executive session factors and issues that may affect an acceptable price for the purchase of real estate in accordance with RCW 42.30.110(1)(c).

Such issues and factors that the Commission might choose to consider include (but are not necessarily limited to) the following:

- Consistency with the Port's 2023-2024 Work Plan Resolution 2022-26, including the following elements of that Plan:
  - o The Port's role as an economic development entity focused on redevelopment
  - o The Port's redevelopment role to avoid duplicating private sector efforts while either or both are invigorating Port district areas lagging in private sector investment and forging a economically sustainable development pattern.
  - o Acknowledgement of the enormity of the Vista Field Redevelopment project and the significance of this effort to the entire Port district and larger Tri-City area.
  - o Pursue fewer projects while selecting projects with the greatest benefit to the community
  - o Remain focused on containing operational expenses
  - o Remain solidly focused on the Port's core business and established priorities; not swayed by the oscillating influence of external entities
  - o Undertaking Vista Fields massive redevelopment effort while balancing district-wide objectives
- Consistency with the Port's Amended Comprehensive Scheme Update, Resolution 2017-19, including the following emphasis included within that Scheme:

- The Port Commission's recognition of the numerous opportunities regularly proposed for Port consideration must be balanced against available resources, including availability of staff and availability of financial resources. (page 19).
  - Project Evaluation – With the assistance of staff, the Port Commission will prioritize projects based on cost estimate evaluation, cost/benefit analysis, and public demand and other, less easily quantified factors, including jurisdiction priorities, emerging needs and opportunities, supplemental funding for projects partially funded, and public input received.
- Consistency with Port's Capital Improvement Plan, including balancing Port purchase opportunities against available resources, including availability of staff and availability of financial resources.
- Consistency with Port's Vista Field Plan, including:
  - Vista Field Design Standards
  - pedestrian-focused regional town center
  - New Urbanism model: A neighborhood-scale planning approach focused on mixed-uses
  - phased implementation
  - design for connectivity with other neighborhoods
- Port Expense(s) incurred as part of the sale
- Potential synergy with existing and future tenants
- Employment opportunities
- Financial structure of Agreement
- Timing of Intended Construction/ Development of Use
- Consideration Received
  - Marketing value
  - Profit (or revenue sharing)
- Buyer's Credit worthiness
  - Experience
  - Financial
  - Understanding of Plan
- Qualifications to be a Member of the Vista Field Association
- Qualifications to be a Member of the Commercial Association
- Capital improvements Needed
  - Buildings
  - Basic infrastructure (water, sewer, stormwater, power, communications)
  - Walkways

### **FISCAL IMPACT**

To be determined.

### **RECOMMENDATION**

Staff recommends that the Commission consider the above related issues and factors as issues and factors regarding the potential sale of property under consideration where public knowledge regarding such consideration would cause a likelihood of decreased price.