



## AGENDA

### City Events and Recognitions Committee (CERC)

**Date:** Wednesday, September 20, 2023  
**Time:** 4:00-5:30 pm  
**Location:** Virtual and in-person (see below)

## MEMBERS

Jessica Johnston, Chair  
Alex Domine, Vice Chair  
Keoni Ho  
Cecily Croskey  
Karen Sudderth  
Tim Fairley  
Jill Sparks  
Jacob Tice  
Kirsten Putman

The City Events and Recognitions Committee is administered by the City of Tacoma's Tacoma Venues & Events department.

## STAFF

Ashley Young, *Community Events Coordinator*  
Jasmine Cawley, *Marketing Coordinators*  
Tammi Bryant, *Asst Director, Tacoma Venues & Events*

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## INFORMATION ABOUT VIRTUAL AND IN-PERSON MEETINGS

**Virtual attendance:** The meeting can be attended at <https://us02web.zoom.us/j/83862217228>, or by dialing (253) 215-8782 and entering the webinar ID 838 6221 7228 when prompted. A passcode should not be required. Microphones will be muted, and cameras turned off for all meeting attendees, except for City Events and Recognitions Committee members and presenters.

**In-person attendance:** The meeting can be attended at the Tacoma Municipal Building, 747 Market Street, Room 248.

**Public comment:** The public may give oral comments related to agenda items at the beginning of the meeting. Speakers will have anywhere from 90 seconds to three minutes to provide comment, depending on the available time on the agenda. Or, the public may submit general comments in writing by 4:00 PM on the Wednesday of the meeting. Written comments should be emailed and include "CERC Meeting, July 19, 2023 2023" in the subject line.

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### 1. Call to Order

**Chair Johnston**

**4:00pm**

Land acknowledgement

"I would like to acknowledge that we rest on the traditional homelands of the Puyallup people, where they make their homes and speak the Lushootseed (luh-shoot-seed) language."

Roll Call

<b>2. Warm-up / Check-ins</b>	<b>Chair Johnston</b>	<b>4:05pm</b>
<b>3. Approve Minutes</b>	<b>Vice Chair Domine</b>	<b>4:15pm</b>
<b>4. Consent Agenda</b>	<b>Vice Chair Domine</b>	<b>4:15pm</b>
<b>5. Public Comment on Agenda Items</b>	<b>Chair Johnston / Attendees</b>	<b>4:20pm</b>
When commenting, please address the chair, restrict comments to 3 minutes each.		
Zoom link for public attendees: <a href="https://us02web.zoom.us/j/83862217228">https://us02web.zoom.us/j/83862217228</a>		
Call in by phone: 253-215-8782		
<b>6. Staff Updates</b>	<b>City of Tacoma Staff</b>	<b>4:30pm</b>
<ul style="list-style-type: none"> <li>- Competitive Funding- Tammi Bryant and Ashley Young</li> <li>- MLK Nominations- Ashley Young</li> <li>- Social Media Update- Jasmine Crawley</li> </ul>		
<b>7. Sub-Committee Updates</b>	<b>Chair Johnston</b>	<b>4:45pm</b>
<ul style="list-style-type: none"> <li>- MLK Walk-Through- Jessica Johnston</li> </ul>		
<b>8. Meeting Discussions</b>	<b>City of Tacoma Staff &amp; CERC Members</b>	<b>5:00pm</b>
<ul style="list-style-type: none"> <li>- Sponsorship Guide- Review and approval</li> <li>- Thank You Cards</li> <li>- Shirts and Badges</li> </ul>		
<b>9. New Business</b>	<b>Chair Johnston</b>	<b>5:00pm</b>
<b>10. Items for Future Agendas</b>	<b>Staff- Ashley Young</b>	<b>5:20pm</b>
<b>11. Adjourn</b>	<b>Chair Johnston</b>	<b>5:30pm</b>

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## MEETING FREQUENCY

Every Third Wednesday of every month at 4:00pm, at the Tacoma Municipal Building (747 Market St.), room 248, and on Zoom. All meetings of the City Events and Recognition Committee are open to the public.

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To request this information in an alternative format or to request a reasonable accommodation, please contact Tacoma Venues & Events staff at [communityevents@cityoftacoma.org](mailto:communityevents@cityoftacoma.org). TTY or speech to speech users please dial (253) 581-5820 to connect with Washington Relay Services.



## SUMMARY MINUTES

### City Events and Recognitions Committee (CERC)

**Date: Wednesday, August 16, 2023**

**Time: 4:00-5:30 pm**

**Location: Virtual and in-person (see below)**

#### MEMBERS PRESENT

Jessica Johnston, Chair  
Alex Domine, Vice Chair  
Keoni Ho  
Karen Sudderth  
Tim Fairley  
Jill Sparks  
Jacob Tice  
Kirsten Putman

#### NOT PRESENT

Cecily Croskey

#### MEMBERS EXCUSED

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#### STAFF

Ashley Young, *Community Events Coordinator*

#### GUESTS

Mayor Victoria Woodards

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- |  |                          |               |
|--|--------------------------|---------------|
| <b>1. Call to Order</b>  | <b>Chair Johnston</b>    | <b>4:00pm</b> |
| Chair Johnston called the meeting to order at 4:02pm   |                          |               |
| Land acknowledgement   |                          |               |
| "I would like to acknowledge that we rest on the traditional homelands of the Puyallup people, where they make their homes and speak the Lushootseed (luh-shoot-seed) language." |                          |               |
| Roll Call  |                          |               |
| <b>2. Warm-up / Check-ins</b>  | <b>Chair Johnston</b>    | <b>4:05pm</b> |
| <b>3. Approve Minutes</b>  | <b>Vice Chair Domine</b> | <b>4:15pm</b> |
| Motion: Kirsten Putman   |                          |               |
| Seconded: Chair Johnston   |                          |               |
| Motion: Carried  |                          |               |
| <b>4. Consent Agenda</b>   | <b>Vice Chair Domine</b> | <b>4:15pm</b> |
| Motion: Karen Sudderth   |                          |               |
| Seconded: Chair Johnston   |                          |               |

**Motion: Carried**

**5. Public Comment on Agenda Items Chair Johnston / Attendees 4:20pm**

Chair Johnston invited public comments. There were no comments.

**6. Chair Comments Chair Johnston 4:30pm**

- Chair Johnston introduced guest Mayor Victoria Woodards to discuss ideas for the Dr. Martin Luther King Jr., Day Celebration. Committee members discussed the theme approved during the July meeting,
  - o The Blueprint: Building Community Block by Block. Committee members brainstormed ideas for the celebration production which will be followed up on by staff and CERC members.
  - o Motion to amend title to
  - o “Dr. Martin Luther King Jr., Day Celebration: A Community Blueprint: Building Block by Block”
    - Motion: Chair Johnston
    - Seconded: Vice Chair Domine
    - Motion: Carried

**7. Staff Updates Ashley Young 4:45pm**

- Competitive Funding
  - o Delayed, City staff working on research for all events that receive funding and services
  - o Goal is to make a proposal to the City Council that could engage CERC more in the future
- Headshots and Bios – committee members were invited to sign up for a photo on Airtable and provide a bio for the website at the next meeting
  - o <https://airtable.com/appWsJDF0aCKalYkg/shr8zyymkNSGvUVwx>
- Community Engagement Events
  - o Brian Davern is on temporary leave, Jerrol Anonuevo and Ashley Young will provide event support in the interim
  - o New event for September 23 APCC event
  - o Sign Up here: <https://www.signupgenius.com/go/8050f4aa5a92da2f49-cerc#/>
  - o Shirts and name badges approved

**8. Meeting Discussions CERC Members & City of Tacoma Staff 5:00pm**

- Keoni would like to see more images of Dr. King that are more welcoming with a little bit of a grin
  - o Committee members, please send any that you come across to Ashley for consideration for 2024 event.

**9. New Business Chair Johnston 5:00pm**

- None

**10. Items for Future Agendas**                      **Staff- Ashley Young**                      **5:25pm**

- Review and approve sponsorship guide to use for MLK
- CERC Logo for thank you cards

**11. Adjourn**    **Chair Johnston**    **5:30pm**

- Motion: Kirsten Putman
- Seconded: Jacob Tice
- Motion: Carried

The meeting was adjourned at 5:22pm.

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