

Seattle LGBTQ Commission Retreat 2020

Location: Virtual Platform
Saturday, December 12, 2020 &
Saturday, December 19, 2020
9AM - 1PM each day

Zoom Meeting via

<https://zoom.us/j/91696977348?pwd=U2pHYjZmTjFIMkNmSDIPcmRXZjErUT09>

Objectives:

Day 1, December 12

1. To identify Commissioners, current and new
2. To establish Committees and respective members

Day 2, December 19

3. To identify Committee Goals
4. To establish 2021 Work Plan

Values:

- Uphold the City of Seattle's Race & Social Justice Initiative

Pre-work: (To be completed prior to Retreat)

- Commissioners (Current and New) will review onboarding documents including Bylaws and Handbook

DAY 1 12/12/2020 : 9AM - 1PM

9:00 - 10:00 WELCOME

- Land Acknowledgement
- Grounding Exercise

Introductions:

- Name (Legal, Preferred, Stage, Pet, etc)
- Pronoun(s)
- Role/Position in Commission
- Race/Ethnicity/Heritage/History
- State a Group Guiding Principle

Announcement:

- Molly (SOCCR) will take over Secretary duties for regular Commission meetings.

10:00 - 12:00 (RE)IDENTIFY THE COMMITTEES

Overview per Bylaws: 4.1: Commission Committees

The Commission may create or disband committees, either standing or special.

At the time of creating any committee, the committee's duties and functions shall be defined in writing and approved by the Commission. Only voting Commissioners may chair a committee. Each Commissioner must serve on one (1) committee. To the extent possible, membership on committees shall be based on the preferences expressed by individual Commission members. The Co-Chairs shall reserve the right to appoint members of Commission committees. Non-commissioners can also serve on committees at request of the committee co-chair. Commission members will select a chair for the committee by a simple majority vote. If a chair cannot be selected for the committee for any reason, the Co-Chairs shall appoint a chair subject to approval of the Commission.

10:05 - 30 Minutes: “Elevator Pitch” (5 Minutes per Committee)

Prompt Questions

- *What does your Committee do for the Commission?*
 - *What has your Committee accomplished in the past 1-2 years?*
 - *What future project does your Committee hope to accomplish?*
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- a. Commission Operations - Manuel x Chris
 - b. Social Media & Communications - Jessi x Vacant
 - c. Community Outreach and Engagement - Nate x Vacant
 - d. POC Stakeholders - Victor x Latosha (John, Deaunte)
 - e. Executive Committee - Leads from other Committees plus SOCR (Molly)

10:35 - 10 Minutes: Q&A

10:45 - 10 Minutes: New Committees or Ad Hoc

Example: *“Social Media & Communications to merge with Community Outreach & Engagement? YES/NO? If yes, what’s the new committee name?”*

[10:55- 5 Minutes: DRAFT Motion re: finalizing Committees (% Molly)]

11:00 - 11:15 BREAK

11:15 - 11:45 Re-introduce Commissioners

- Elevator Pitch of your skills,
- Current Committee and/or
- Committee you should belong

11:45 - 12:00 (Re)Identify individual Commissioners to respective Committees

Name	Position	Current Committee	New Committee
DeAunte	Co-chair	Exec, POC	
Jessi	Co-chair	Exec, SocMed	
Victor	Co-chair	Exec, POC	
Byram		Outreach	
Chris		CommOps, SocMed	
John			
Latosha		Lead, POC	
Manuel		Lead, CommOps	
Nate		Lead, Outreach	
Annabelle	Treasurer	CommOps, AdHoc	
Brett			
Ryan			
Steven			
Yazi			

12:00 - 12:30 Committee Breakout Sessions (All except Exec. Committee)

Choose your “PRIMARY” Committee if more than one.

- Lead(s): _____ x Scribe: _____
- Prompt Question(s)
 - *What is/are your Committee’s goal(s) for Year 1 (2021)*
 - *What are the steps to achieve this goal?*
(Think in 4 steps to reflect a Quarterly Schedule)

12:30 - 1:00 Re-Cap and Next Steps

Feeling that best describes where I am right now?

What is my personal assignment or goal until next week?

12:55 - 1:00 REMINDER

- Committee Leads will report back at the next retreat.
- Bring a THING

1:00 END

DAY 2 12/19/2020: 9AM - 1PM

9:00 - 10:00 Welcome

- Land Acknowledgement
- Grounding Exercise
- Review of Group Guiding Principles from last week

Introductions

- Name
- Pronoun(s)
- Committee
- What is your THING?

10:00 - 10:30 Overview of Work Plan

- Highlights from 2021 Work Plan from previous Retreat in 2019/2020
% Manuel Venegas

10:30 - 11:30 Committee Report Back from Last Week's Breakout Sessions

Committee 1 -

Committee 2 -

Committee 3 -

(Committee 4)

Executive Committee -

11:00 (15 Minute Break)

11:30 - 12:15 (Committee Breakout Sessions)

- Identify Top 2 Priorities per Committee for 2021
- Use “SMART” Goal Principle

12:15 Re-group and report back to Commission

- Present #1 Priority per Committee using “SMART”
- Identify Follow-up and Accountability

12:30 Closing Activity

1:00 END