

## **PEAR Team Meeting 3**

**August 9, 2023**

### Participants

- Melinda Posner #
- Janette Chien #
- Mary Brown #
- Megan Grisso #
- Curtis Fackler #
- Amber Forest #
- Barber Hobbes #
- Michele #
- Keri Murphy #
- Kristi Hamilton #
- Cassandra Alarcon #
- Clare DeLong #
- Stacey Coltrain #
- Lynn Makowsky #
- Jeff Vassallo #
- Cecilia Black #
- Sophia Swenson #
- Cha Cha #
- MJ #
- Denise Rochelle #

17 PEAR team members

### **Connectivity issues**

- Michele – trouble w camera
- Someone else had to jump on more than once
- Denise – “my computer does not like Teams”
- Curt – could not see the chat; message states: you need to add at least one more person to start a chat
- Kristi –has iphone and chrome book and two other devices -when she went to download from app store on chrome book there were different versions for differed systems; might need to download the “right” version
- Other Teams Challenges
  - Team leaders were unable to insert things in the chat

### **DEI Discover Pass Donation Program**

Melinda presented the background, current practices and draft proposal for the DEI Discover Pass Donation Program (see attached ppt). The group was also provided a one-page handout summarizing the draft proposal (attached).

### **Break Out Groups**

After the break 6 breakout groups were formed to provide feedback, including responses to the question provided in the PPT :

- What other groups should be considered eligible for this program?
- What other criteria should be considered for the scoring rubric?
- How do we promote the program?
- What else should we consider?

The groups documented their input on a jamboard (attached) and reported out the following three key points from their group work:

### **Report- Outs**

#### **Group 1**

- Big question that came up – there’s almost two types of requests
  - I would like passes so I can raise money for my organization that serves x population
  - I would like passes for this community to go on a group hike
  - Should we have two different processes?
- Other groups
  - Seniors, low income (existing low income pass program) – lots don’t know about; how to get the word out
  - Need for targeted outreach
    - Ymca
    - Grocery store newsletters
    - Orgs may have missions to serve specific communities but may not be led by those communities; should we introduce criteria that orgs must be led by the communities they are serving
    - Very important to consider how translation will fit into this
    - Importance of supporting multigenerational opportunities

#### **Group 2**

- First thing:
  - Tends to be a big disconnect when providing programs for BIPOC communities that are youth vs. family focused - without family/parental buy-in, it’s largely unsustainable; don’t have cars to get themselves there; not involved in the community that already has the desire and resources to get there; j
  - Where’s the invite – what is the first step to getting there
  - Folks keep putting these programs out; nothing family-centered;
  - Programs are developed in euro-centric spaces, not listening to BIPOC communities

- We don't have a bunch of friends who can take us to these things; providing one-off experiences that can't be repeated, sustained and progressed upon
- Ways to promote
  - Whole lot of kids that don't know parks exist; have never been to one
  - Have somebody go to schools and the parks
- Doesn't take a degree or a lot of experience to go someplace and talk about parks tell about the parks that are local to that school; not that hard
- What about volunteers – they might be interested
- Also there is the gray area of volunteers – volunteers doing free work
- Day passes can be waived if they meet certain criteria – how will this interact with the program

### Group 3

- Giving people passes for shuttle busses (e.g. senior facilities)
- Can we also do day passes
- Nice to have community ambassadors – someone embedded in communities and find people to talk to in person -

### Group 4

- Other groups
  - Folks who have other financial or logistical barriers – being very distant; can program help them take one logistical thing off their plate – transportation, elderly,
  - Criteria – allow applicants to add in a barrier that we hadn't thought about
  - Promotion
    - State parks – youtube, instagram, etc – not used by so many
    - Give the promotional package to area managers, hand out to field staff; coordinate with locals and figure out where it should go;
    - From the very top down to the grassroots
    - Those who are underserved are very likely not to be on anyone's list
    - Looking at outdoor festivals, PRIDE, other gatherings that serve these communities; a great place to provide these resources

### Group 5

- Eligibility
  - Disabled veterans pass is or 30% or more of disability; consider providing passes to veterans that meet lower threshold
  - Foster family pass; are they afforded an annual or day pass – might be something to consider
  - Social media is a great way to reach younger
  - Reaching out to schools
  - Putting it out at state parks
  - Posters at parks
  - Cultural centers and nonprofits
  - Other state agencies

- Accessibility of parks with transit – basically you have to pay if you bring a car; you're forcing them to pay to park after forcing them to pay transit to get there
- Reaching out to boys and girls clubs and YMCA and providing them passes

#### Group 6

- Eligibility - low income and immigrants; question about whether groups are required to be nonprofits? (could be a barrier)
- Criteria – not a lot of ideas; nice that it's broad but will be more difficult w more groups
- What criteria is provided to NCLI and would that be a rubric for this program
- How to promote
  - NCLI groups
  - Being cognizant of how organizations hear about things; often there are more barriers, hard to find information; differences in agencies that are grants-savvy vs. not; how to do equitably

#### Other

- with regard to partnering with other agencies, transportation is a big issue – would sound transit or metro be able to partner with parks to provide; similar to what they're doing for hiking access
- some parks become snow parks during the winter that require different passes and could this program support those passes
- wasn't aware of the disability pass; no information on other individual pass programs on the discover pass program; add to info tab; also would be a place to put information about this new program; also not something that people are asked when they purchase the pass
- Will WSP ask DNR and DFW to share this program to their network too in an intentional way?
- Usually get my DP online, store on WSP web page; would be a good place to advertise about new programs
- Helping DFW and DNR promote their program for 4<sup>th</sup> graders on our lands
- Are we going to integrate with other youth and family programming we're doing – yes, interpretive program will promote this program and other networks that are already in place and making sure we're spreading the information far and wide
- Letters to local newspapers
- NCLI and OLG groups
- Make sure info is passed on to staff
- WTA is actively outreaching – youth engagement – cities, counties – REI action fund nominates organizations that have grassroots – eg. YETI – have groups nominate; connect with community ambassadors; support orgs that have one large gathering
- There are State agencies that specifically support these groups, so these are existing resources to use as community ambassadors well
- Making sure that this information is passed on to parks employees who are on the ground and interacting with visitors- we have a lot of park aides and rangers selling passes who aren't familiar with the discount programs we already have.



# PEAR Team Meeting 3

August 9, 2023





# Introductions

- Name
- Pronouns
- Role(s) if you like
- Word/phrase about how you're feeling
- (In the chat) What is a summer highlight for you?





# AGENDA

- Introductions
- Equity Impact Review (EIR) overview
- DEI Discover Pass Donation Program
- **Break**
- Small group feedback and discussion
- Report outs
- Closing



Community Norms	Practices
<b>GOAL ORIENTED &amp; STRUCTURED MEETINGS</b>	<ul style="list-style-type: none"> <li>• Facilitators provide agenda, meeting notes, and organization</li> <li>• Time checks – limit tangents to keep us on track</li> <li>• PEAR Team meetings recorded during presentation portions</li> </ul>
<b>THOUGHTFUL PARTICIPATION</b>	<ul style="list-style-type: none"> <li>• Center PEAR goals to empower discussions</li> <li>• Raise your virtual hand</li> <li>• Balance speaking and active listening</li> <li>• Open-minded observations and feedback, lean into curiosity, ask questions before assuming, seek to understand</li> <li>• Use accessible language (explain acronyms, terms, etc.)</li> <li>• Practice compassion, patience, and understanding</li> <li>• Trust the process; be open to feedback</li> <li>• Trust that we are stronger together than alone</li> </ul>
<b>RECOGNIZE EACH PERSON HAS UNIQUE EXPERIENCES</b>	<ul style="list-style-type: none"> <li>• Speak your truth</li> <li>• Appreciate everyone’s differences and commonalities</li> <li>• Awareness of diversity within BIPOC (Black, Indigenous, People of Color) community</li> <li>• Awareness of privilege (white, able-bodied, education, etc.)</li> <li>• Notice and re-consider blanket statements</li> </ul>
<b>SUPPORT PSYCHOLOGICAL SAFETY</b>	<ul style="list-style-type: none"> <li>• Judgment-free zone</li> <li>• Recognize this is an intergenerational space</li> <li>• Consider the role(s) of silence and its impact in our space</li> <li>• Take care of yourself</li> <li>• Acknowledge intent, assess impact</li> <li>• Honor confidentiality for the group’s contributions</li> </ul>





# Equity Impact Review

## Agency Team Leads:

- Evaluate agency services, gaps and opportunities
- Presents and collaborate with PEAR Team

## PEAR Team:

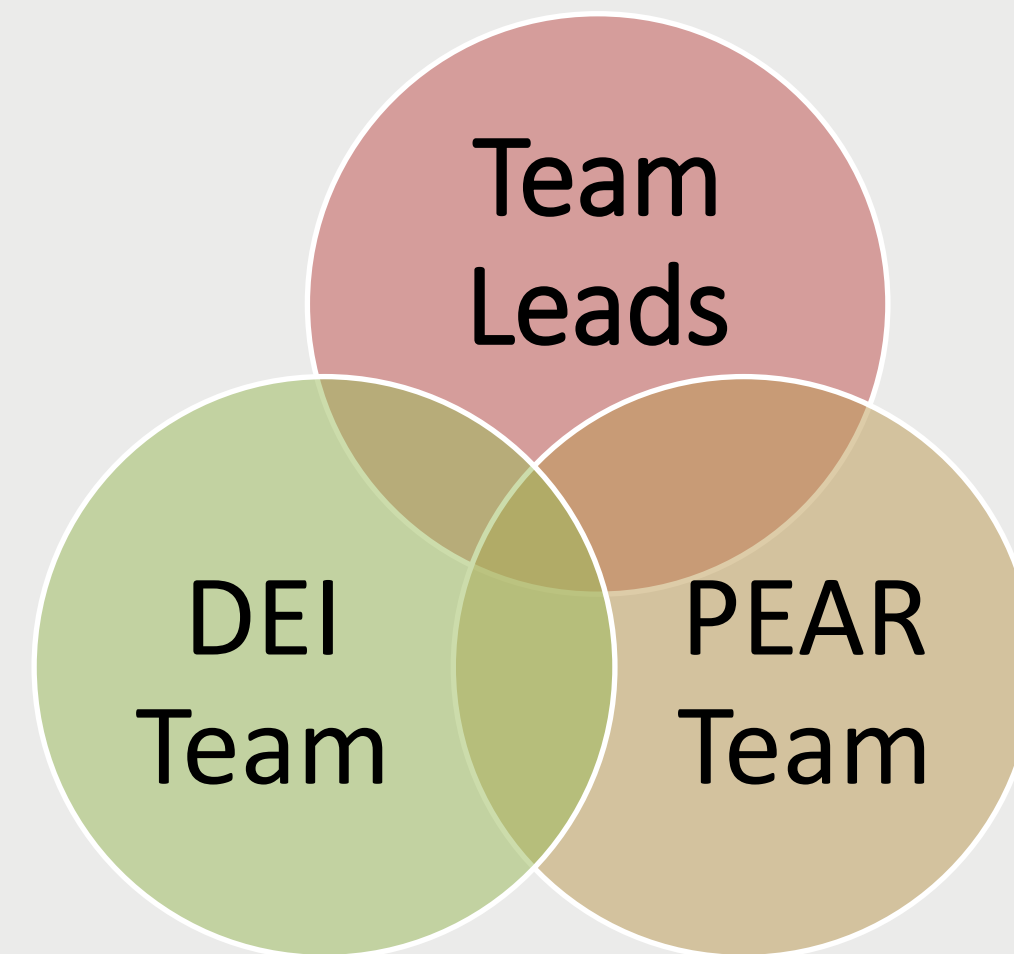
- Shares feedback, input, ideas
- Reviews, reflects, considers overlaps

## DEI Team:

- Provides scaffolding, support, structure
- Facilitates process

## **Collaboratively: Identify DEI priorities**

**Goal:** Complete baseline EIR; identify 3 overarching DEI agency priorities



# DEI Discover Pass Donation Program

- Review current practices
- Assess past donations
  - Recipients
  - Number and cost of donations
- Research other programs
- Reach out to pass partners
- Share progress with Leadership Team



# Current practice

- Informal process
- Visitor Services receives and reviews
- Eligibility determination based on:
  - Serving youth
  - providing access to underserved audiences
  - Other needs
- Examples



# Approved Requests

Organization	Purpose
Hathaway Elementary Boosters	School fundraiser
Wilderness for Life	Youth programming
Academy for Precision Learning	Serving neurodiverse learners
Daroga community	Playground opening event
West Fest Arts celebration	School fundraiser
North Helpline	Empty Bowls online auction
Emerging Leaders Program	Youth leadership program
Waya Outdoors	Outdoor learning opportunity
African Community Housing and Development	Serving marginalized groups
Larrabee/ Whatcom Youth Engagement Pilot	In-park youth programming and assessment
Compass Health - WISE	Serving marginalized groups
El Centro de la Raza	BIPOC community





# Denied Requests

Organization	Purpose
Lake Youngs Elementary' s PTSA	School fundraiser
Coupeville School District	Community Resource Fair
West Fest Arts celebration	School fundraiser
Moscow Charter School	School fundraiser
Gateway Christian School	School fundraiser
Journey School	School fundraiser



<b>Year</b>	<b>Number of Requests</b>	<b>Value</b>	<b>Type of Donation</b>
<b>2021</b>	10	\$1,116	Discover passes, gift cards, guidebook
<b>2022</b>	13	\$1,314	Discover passes, gift cards, guidebook
<b>2023 - May</b>	11	\$1,032	Discover Passes
<b>Total</b>	34	\$3,462	



State	Authority	Criteria	Donation Type
Oregon	Communications Manager	<ul style="list-style-type: none"> <li>• Welcome to partners</li> <li>• Traditionally underserved</li> <li>• Increase use of sites with capacity</li> </ul>	<ul style="list-style-type: none"> <li>• Vehicle parking pass</li> </ul>
Maryland	Parks Superintendent	<ul style="list-style-type: none"> <li>• Group information</li> <li>• Use of passport</li> <li>• Past requests</li> </ul>	<ul style="list-style-type: none"> <li>• Annual passport pass provides free entry for up to 15 people</li> <li>• Access to campsites and mini-cabins</li> </ul>
Delaware	Administrative Services	Delaware-based nonprofits with demonstrated record or affiliation with or support for Delaware state parks	<ul style="list-style-type: none"> <li>• Day use passes</li> <li>• Water park tickets</li> <li>• Camping</li> <li>• Other</li> </ul>
North Carolina	Parks Director	Prizes to promote parks – e.g. x number of walks in a year Typical request is for silent auction or gift basket giveaway	<ul style="list-style-type: none"> <li>• Day use pass</li> </ul>
Vermont	Vermont Parks Forever – nonprofit Friends group	Foster families, youth programs, frontline workers, those with disabilities, BIPOC communities, new Americans, mental health clients	<ul style="list-style-type: none"> <li>• Day use pass</li> </ul>



# DEI Discover Pass Donation Program

- Background
- Purpose
- Partnership with DFW and DNR
- Alignment with DEI priorities
- Program requirements
- Eligible communities
- Evaluation criteria





# DEI Discover Pass Program

- Purpose
- Partnership with other agencies
- Eligibility criteria
- Application and review process





# Purpose

The DEI Discover Pass Donation Program provides free annual Discover Passes to qualifying groups and communities to reduce barriers to historically underserved and underrepresented communities visiting Washington state recreation lands.



# Discover Pass partnership

- Existing partnership with departments of Fish & Wildlife (DFW) and Natural Resources (DNR)
- Manage the Discover Pass program collectively
- Interested in contributing to budget and management of the program





# Eligibility

Groups serving historically underserved and underrepresented groups:

- Youth
- Black, Indigenous and People of Color (BIPOC)
- 2LGBTQ+
- People with physical or other disabilities
- Other marginalized communities





# Application process

- Complete written form
- Applicant name and contact information
- Number of passes requested
- Date needed
- How donation will be used
  - Population served
  - Organization's mission and values
  - Potential impact



# Review and approval process

- DEI Team review
- State Parks role
  - Receive requests
  - Determine eligibility
  - With approval of other agencies, fulfill requests
  - Document requests and donations
  - Reports to partners and leadership



# Scoring rubric

Criteria	Score
The organization or group serves historically underserved and underrepresented communities including but not limited to: Youth, Black, Indigenous and People of Color (BIPOC), 2LGBTQ+, and individuals with disabilities	
The request expands outdoor opportunities for historically underserved and underrepresented communities	
Other?	

- 1 – Not at all
- 2 – Somewhat
- 3 – Absolutely





# Questions to ponder

- What other groups should be considered eligible for this program?
- What other criteria should be considered for the scoring rubric?
- How do we promote this program?
- What else should we consider?





**5 MIN BREAK!**



# Small group breakouts:

- Consider the questions to ponder
- Take notes in the JAMBOARD
- Nominate 1 person from your group to share out 3 main points with the whole group.

6 groups of 3-4

10 mins to discuss

3 mins each group to report out





# Small group share outs 3 mins each





Date	Meeting	Covering
August 9	Meeting 3: EIR	DEI Discover Pass Donation Program
September 13	Meeting 4: DEI Learning	Segments of Self-Knowledge Windows & Mirror
October 11	Meeting 5: EIR	TBD PEAR Plan
November 8	Meeting 6: DEI Learning	Introducing Identity/Social Identity
December 13	Meeting 7: Review and plan	Review EIR matrix Plan for 2024





# Closing





**DRAFT - DEI Discover Pass Donation Program – Proposal**

**For PEAR Team Review and Discussion August 9, 2023**

**June 27, 2023**

**QUESTIONS TO PONDER:**

- What other groups should be considered eligible for this program?
- What other criteria should be considered for the scoring rubric?
- How do we promote this program?
- What else should we consider?

**Introduction**

Washington State Parks and Recreation Commission receives requests for free discover passes from a variety of organizations including schools, community groups, and other non-profits. Currently the Communications Team reviews, approves and fulfills passes to eligible groups. State Parks would like to formalize the current practice and align the program with agency priorities of diversity, equity and inclusion (DEI) with a specific emphasis on serving historically underserved and underrepresented groups.

**Discover Pass Program Partnership**

The three-agency Discover Pass Team, which includes State Parks and the Washington departments of Natural Resources (DNR) and Fish and Wildlife (DFW), have agreed to implement the DEI Discover Pass Donation Program together, funding the program at (\$TBD).

The following proposal includes input from the State Parks Executive Leadership Team and DNR.

**DEI DISCOVER PASS DONATION PROGRAM PROPOSAL**

**Program Purpose**

To reduce barriers to historically underserved and underrepresented communities visiting Washington state recreation lands, including Washington State Parks, DNR and DFW lands, the DEI Discover Pass Donation Program provides free annual Discover Passes to qualifying groups and communities.

**Alignment with Agency Priorities**

The program is consistent with State Parks, DNR and DFW priorities including those focused on serving underrepresented groups including youth, and other diversity, equity and inclusion priorities.

**Eligible Communities and Organizations**

- Organizations serving historically underserved and underrepresented communities including:
  - Youth
  - Black, Indigenous and People of Color (BIPOC)

Commented [P(1)]: DNR/DFW may want to add more specifics here

- 2LGBTQ+
- Those with physical and other disabilities
- Other marginalized communities

**Other Program Requirements**

- One request per organization for each fiscal year, for a maximum request of two requests per biennium
- Donations are limited to a maximum of 10 passes (unless otherwise approved by three agency team)
- Organizations must be in Washington and serve Washington State Residents
- Organizations must provide information on how the donation will be used to remove barriers to the outdoors
- Donation applicants must submit a written request, including the following information:
  - Name of Organization
  - Confirmation that the organization is based in Washington and serves Washington State residents
  - Organization’s contact person
  - Contact email
  - Organization’s address
  - Website (if applicable)
  - Number of passes requested
  - Date needed (
  - Description of how the donation will be used.
  - Details on the population served, the organization’s mission and values and the potential impact of donation request.
- If approved, donation applicants will be asked to provide photo or other testimonial info about how the donation was used.

**Evaluations**

DEI team will utilize a scoring rubric to evaluate applications.

Criteria	Score
The organization or group serves historically underserved and underrepresented communities including but not limited to: Youth, Black, Indigenous and People of Color (BIPOC), 2LGBTQ+, and individuals with disabilities	
The request expands outdoor opportunities for historically underserved and underrepresented communities	
Other?	

- 1 – Not at all
- 2 – Somewhat
- 3 – Absolutely

**Governance**

DEI Discover Pass Donation Program

The DEI Discover Pass Donation Program will be managed by the Washington State Parks DEI Division, led by DEI Director Janette Chien, in partnership with DFW and DNR.

### **Roles & Responsibilities**

The State Parks DEI Division will manage the day-to-day activities of the program including:

- Receive and document incoming requests
- Create DEI Discover Pass Donation Program Teams channel; post program materials
- Set monthly meetings of the three agencies (agency point of contacts see X) to review and act on incoming requests
- Document agreements of the three agencies as to decisions to approve/deny requests
- Provide an annual summary of total requests funded, communities/groups funded and other summary information collected from each requestor
- Fulfill Discover Passes to approved eligible groups within 7-10 days of approval
- Collect and provide photos and testimonials and other information provided from donation recipients about how donation are used to DFW and DNR
- Ensure compliance with state records retention policies
- Monitor and manage budget

DNR and DFW will participate in:

- Development of the DEI Discover Pass Donation Program
- Review of donation requests
- Monthly meetings and other communications (e.g. email) around decisions for donation requests
- Consideration of future program modifications, assessing demand and considering opportunities for growth
- State Parks Pro-Equity Anti-Racism (PEAR) Team meeting where DEI Discover Pass Donation Program is reviewed, if desired

### **Agency Points of Contact and Review Team**

#### ***State Parks***

- Melinda Posner, DEI Manager – day-to-day program management, review team
- Keri Murphy, Visitor & Services Manager – review team
- Janette Chien, DEI Director – review team

#### ***Department of Natural Resources***

- Sam Hensold, EJ lead for Rec program, review team
- Brody Coval, Discover Pass Core Team member, review team

#### ***Department of Fish and Wildlife***

- Joel Sisolak, Discover Pass Core Team member, review team



Questions to Ponder:

1. What other groups should be considered eligible for this program?
2. What other criteria should be considered for the scoring rubric?
3. How do we promote this program?
4. What else should we consider?

[CLICK TO NEXT PAGE TO TAKE NOTES!](#)

# Group 1

## Use the space below for your notes!

Great idea

Question

- can we request the passes to be utilized at raffle prices for a fundraiser for a homeless coalition (considered underserved, largely BIPOC population)

- \$ from the raffle would go to Lived Experience coalition

Question about whether it changes things if the passes go directly to the population, or if its going to a high income donor.

Question around - Passes should specifically be going directly to the population served

Almost feels like two types of applications/processes - one that is direct service/reach (passes go towards a hike) and the other is indirect (fundraisers, supporting organizations, etc.)

Other groups to consider: Seniors on fixed income

(BTW we have a low income senior citizen discount pass program! - was not aware)

Need for targeted outreach - such as senior centers, YMCAs, newsletters, grocery store newsletters

There are organizations that serve BIPOC communities but are not LED by them. - Could an additional criteria be - Orgs are LED by the community they are serving?

Audiences: Multilingual, ESOL communities, Multigenerational impact

Importance of translation services

## Group 2

### Use the space below for your notes!

how are we connecting youth with families, family parental buy-in is needed to be sustainable

Transportation is a huge issue - partnership with sound transit or metro, shuttle runs

Going out to communities and communicating in-person about Parks in that area

Going to schools and having talks about Parks in your neighborhood

Park champions

Asking volunteers to talk about their experience and not compensating them - could community compensation come into play?

Just having another thought - some parks become snow parks in the winter that require different passes. Could this program include winter rec passes too/.

Did not realize that there was a disability pass -

- opportunity to promote other individual passes you might be eligible for - ADD TO INFO tab

Vendors making sure to mention the discount passes, including that information online

Ads, NCLI recipients

PARK INTERPRETERS definitely will promote!!!

Making sure that this information is passed on to parks employees who are on the ground and interacting with visitors- we have a lot of park aides and rangers selling passes who aren't familiar with the discount programs we already have.

Use the space below for your notes!

Passes for older adults/communities for public transportation to WSP (elderly, older age ranges)

Program includes a one-time pass for community/youth groups that visit WSP for their outdoor program

Contacting different agencies or organizations that serve youth serving organizations (local govt, coalitions, non-profits, BIPOC serving organizations)

Online information sessions?  
Webinar style

Criteria question: How many times have you used WSP lands for your programs? Is this your first time utilizing WSP for your programs?

Utilizing qualitative data (example from NCLI grantees.. giving us number?)

Having already established organizations that utilize WSP or already has a partnership with WSP nominate these organizations to apply for the Discover Program

Community ambassadors

Language used behind the specific communities we want to prioritize for this program. Exclusion of other groups with this language; need to give reasoning

Questions to Ponder:

1

1. What other groups should be considered eligible for this program?

2

2. What other criteria should be considered for the scoring rubric?

3

3. How do we promote this program?

4

4. What else should we consider?



## Group 4

Use the space below for your notes!

### Other Groups:

- Communities with financial and logistics barriers to access such as transportation, distance, etc.
- the elderly

### Other Criteria:

- Or the organization has brought up another factor indicating barriers to outdoor access that could make them eligible for this program.

### How to Promote The Program:

- Twitter / IG / Social Media
- Contact area managers
- Refuge Outdoor Festival or Similar
- Libraries / Schools

### Other Considerations:

-

## Group 5

Use the space below for your notes!

Question:

For day passes, I know that we can waive daily fees for groups in the San Juan parks if their group meets educational or service criteria. I believe the Area Manager can extend the waiver to any group with justification?

- how will this overlap with Discover Pass program?

Accessability to parks through transit - opportunities to get to parks aside from car and having to pay for parking (discover passes)

Boys & Girls Clubs, YMCA - providing passes to group leaders

## Group 6

Use the space below for your notes!

1. What other groups should be considered eligible for this program?

-Low income

-immigrants

-Are groups required to be non profit? (would say no, since it can be difficult to become non profit)

2. What other criteria should be considered for the scoring rubric?

-reference grant program, no child left behind or other grants/donation request rubrics

-non-profit, type of program?

3. How do we promote this program?

Work with other agencies that work directly with eligible groups, promote to those who submitted to the No Child Left Behind grants, promote on our social media, with with BRG groups. Local community organizations that work with eligible

4. What else should we consider?

Making sure that it is being promoted equitably, not everyone has access to internet or are not saavy with what is available. Have some boots on the ground work, maybe work with local community offices to promote.

Available/Promote in other languages

Can only groups/organizations apply or individuals as well?

Eligible groups is very broad, which is great but also leads to a lot more applicants?





