



Mayor Lisa Brown

Current and Upcoming City of Spokane Board and Commission Opportunities

February 2024

How to Apply

APPLY HERE or mail an application or turn it in at the MySpokane Customer Service counter at City Hall; 808 W. Spokane Falls Blvd., Spokane, WA 99201

City Residency Required

All applicants to City boards, commissions or committees must be residents of the City of Spokane, unless the provision establishing the requirement for the appointment specifically permits or requires the appointment of a nonresident. Not sure if you live within City limits or would like to verify which Council district you live in? Use the **map tool** to verify your address.

Open Public Meetings Action & Public Records Act Training Required

As part of your appointment, you shall, within ninety (90) days of your appointment letter, complete training regarding the Open Public Meetings Act and the Public Records Act. The training can be completed online through the Attorney General website at **<http://www.atg.wa.gov/open-government-training>**. You will need to review the written material under Lesson 1 regarding open government and then watch the videos under Lesson 2, regarding Public Records Act training, and Lesson 3, regarding the Open Public Meeting Act training. Once you have completed the training, you can upload the attached certificate of training and file the certificate with the City Clerk's Office. You may contact the City Clerk's Office at **509.625.6350** if you have any questions.

A Better Way Starts Here

808 W. Spokane Falls Blvd. • Spokane, Washington 99201-3335
Phone: 509.625.6250 FAX: 509.625.6563



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**CITY OF SPOKANE
HUMAN RIGHTS COMMISSION**

Issue Area: Urban Experience

Spokane Human Rights Commission

The Human Rights Commission advises and makes recommendations to the City Council regarding issues related to human rights and unjust discrimination and the implementation of programs consistent with the needs of all residents of the City of Spokane.

Additional Information: Applicant will interview with the Commission prior to appointment.

Estimated Time Commitment: The Spokane Human Rights Commission meets the first Thursday of each month at 5:30 p.m.

APPLY HERE

Vacancy Number	Requirements	Status	Term Length
1	City Resident	Open	3 years
2	City Resident	Open	3 years

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Council Committee: Urban Experience

Arts Commission

The Spokane Arts Commission promotes and encourages public programs to further the development of public awareness of and interest in the fine and performing arts and preservation of the cultural heritage of the City in connection with the artistic and cultural development of the City.

Meeting Information: The Commission meets the fourth Tuesday of each month at 4:30 p.m. The Arts Commission meets at 801 W. Riverside, suite 100, Spokane WA 99201. The Commission does not meet in December.

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1	City Resident	Open	3 years
2	City Resident	Open	3 years
3	City Resident	Open	3 years

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Council Committee: Urban Experience

Community, Health, and Human Services Board

The CHHS Board provides leadership and fosters partnerships that support the City's investments in services, affordable housing and economic opportunities that foster the highest level of self-sufficiency and quality of life for Spokane's extremely low to moderate income households.

The board strives to include representatives from diverse communities, backgrounds, lived experiences, and intersecting identities including Black, Indigenous, and People of Color (BIPOC), LGBTQIA2S+, people living on low income, or with the experience of homelessness. The estimated time commitment is 5 to 10 hours per month.

Meeting Information: The Board meets the first Wednesday of every month, 4-6 p.m. at Spokane City Hall in the Briefing Center.

Additional Information: Applicant will meet with Board membership prior to appointment.

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Vacancy Number	Requirements	Status	Term Length
1	City or County Resident	Open	3 Years
2	City or County Resident	Open	3 Years
3	City or County Resident	Open	3 Years
4	City or County Resident	Upcoming	3 Years
5	City or County Resident	Upcoming	3 Years

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Council Committee: Public Works

Citizens Transportation Advisory Board (CTAB)

The CTAB is responsible for the review of transportation projects under consideration for Transportation Benefit District funding. More specifically, CTAB volunteers will review projects identified in the City's Pavement Maintenance Program and the Pedestrian Program of the City's six-year comprehensive streets program. CTAB members will recommend prioritization and funding of transportation projects to ensure that the citizens of Spokane receive full value for their Transportation Benefit District investment.

Meeting Information: CTAB meetings are held on the first Wednesday of each month at 5:30 p.m. in the City of Spokane Streets Department Conference Room – 901 N. Nelson Street

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Vacancy Number	Requirements	Status	Term Length
1	City Council District 1	Open	3 Years
2	City Council District 2	Open	3 Years
3	City Council District 2	Open	3 Years
4	City Council District 3	Open	3 Years
5	City Council District 3	Open	3 Years
6	Selected by the Council President	Open	3 Years
7	PeTT Committee Representative	Upcoming	3 Years

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Council Committee: Public Safety

Office of the Police Ombudsman Commission

The Office of the Police Ombudsman is the governing body of the City of Spokane Police Ombudsman. The duties of the Office of the Police Ombudsman Commission are found in [SMC 04.32.150](#).

Meeting Information: The Commission meets on the third Tuesday of each month at 5:30 p.m. in the City Council Chamber at City Hall.

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Vacancy Number	Requirements	Status	Term Length
1	City Council – District 2	Open	3 years

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Council Committee: Finance and Administration

Spokane Employees' Retirement System Board (SERS)

The Spokane Employees' Retirement System (SERS) is a multiple employer defined benefit pension plan covering employees of the City of Spokane.

Management of SERS is vested in the SERS Board, which consists of seven members: three members are elected by active employee plan members, three members are appointed by the Spokane City Council, and one member (who may not be an elected official or employee of the City) is appointed by the other six board members. All board members are volunteers. The plan is seeking a qualified candidate for one of the members appointed by the Spokane City Council.

SERS is seeking a highly qualified candidates who meet the following criteria:

1. 10 years of investment experience or 5 years experience as a fiduciary.
2. Demonstrated high ethical standards in both their personal and professional lives.
3. Understanding of defined benefit plans and an institutional investing framework to include asset class diversification, asset allocation studies, the screening, selection, and oversight of investment managers, and the effective use of benchmarking criteria.
4. Bachelor's degree in related field required, with advanced degree or professional certification (e.g., CFA, CPA, or CFP) preferred.

Meeting Information: SERS Board meetings are held on the first Wednesday of each month at 1 p.m. in City Hall.

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1	City Resident	Open	3 years

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Council Committee: Finance and Administration

Ethics Commission

It is the policy of the City of Spokane to uphold, promote and demand the highest standards of ethics from all of its employees and City officers, whether elected, appointed or hired. The Code of Ethics sets forth requirements that are applicable to employees of the City of Spokane, and it is the duty of the members of the Ethics Commission to receive complaints and other requests, judge their merit based upon evidence submitted and move through a defined process to determine what, if any, sanctions should be made against an employee found to be in violation of the Code of Ethics.

Applicants who wish to serve on the Ethics Commission should review the full Ethics Commission Policy and Procedures, as well as the Ethics Commission Handbook.

Individuals from the following segments are encouraged to apply: Professional or academic background in the legal profession, OR experience in human resources, OR possessing familiarity with government and the political process, OR experience in ethics.

Meeting Information: Meetings are generally held quarterly, or when an ethics complaint has been submitted for consideration.

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