



RACIAL EQUITY POLICY WORKGROUP

City Council Study Session

June 26, 2014

Charge of the Policy Workgroup

On May 9, City Council passed and Mayor signed the following:

- “Create a Racial Equity Policy Workgroup convened and chaired by the Mayor, at her request, to assist in ongoing oversight of the development of the Racial Equity Framework, the Racial Equity Action Plan and additional related initiatives, as well as to develop tools appropriate for use by the City Council and Mayor to view policy decision through a racial equity lens.
- “The workgroup will include Council Vice President Glidden, Council Member Gordon and Council Member Yang [Council Members Cano and Warsame added by other actions] as well as the department heads identified in Resolution 2012R-456 and other staff from the Equitable Solutions staff team as appropriate, including the City Clerk.”

Policy Workgroup members

Policy makers

- Mayor Hodges
- Council Vice President Glidden
- Council Member Cano
- Council Member Gordon
- Council Member Warsame
- Council Member Yang

Department heads

- Casey Carl, City Clerk
- Patience Ferguson, HR
- Velma Korbel, Civil Rights
- Gene Ranieri, IGR
- David Rubedor, NCR
- Jay Stroebel, City Coordinator
- CPED representative



Intention of study session

- Update Council on racial-equity initiatives that are ready or soon to be ready for Council and mayoral action.
 - These initiatives come from three departments:
 - Civil Rights
 - Human Resources
 - Neighborhood Community Relations
 - They include items from the cross-departmental Equitable Solutions Tool Kit.
- Outline next steps.
- No action need be taken today.

How we are framing the work

- Policy Workgroup began by assembling all actions passed by Council related to racial equity since 2008.
 - 51 actions total
- These actions fall roughly into three categories:
 - Internal Enterprise: Work that City does internally, within the enterprise
 - External Enterprise: Work that City does with external impact to residents, businesses
 - Partnership: Work that City does in partnership with others (governments, foundations, nonprofits, private sector) with external impacts



How we are doing the work

- Established three work teams based on the three broad categories of work: Internal Enterprise, External Enterprise, Partnership
- Each team has been:
 - Reviewing the current status of racial equity work in each area.
 - Identifying immediate next steps on work that is ready to implement.
 - Identifying work to be incorporated into the Racial Equity Action Plan process, to be referenced later.



Items for study session review/discussion

- Equitable Solutions Tool Kit (cross-departmental)
 - Recruitment and Hiring Guide (Human Resources)
 - Boards and Commission Staff Guide (NCR)
 - Racial Equity Assessment (Civil Rights)
- Affirmative Action Utilization Rate (Human Resources)
- Appointment Process for Boards and Commissions (NCR)
- Blueprint for Equitable Engagement (NCR)
- Commodities Goal (Civil Rights)
- Target Market Program (Civil Rights)



Equitable Solutions Tool Kit: Racial Equity Recruitment and Hiring Guide

Purpose: Grow a deeper and richer pool of applicants by offering tools, resources and support to enhance the recruitment process for City employment.

Strategies:

- Making diversity and equity a business goal
- Shaping your recruitment strategy
- Casting multiple nets
- Evaluating the applicant pool
- Holding yourself accountable

Implementation: Human Resources generalist and director work with department heads to help implement guide in every department

Status: Following upcoming review by Communications Department, present to Council for approval in July



Equitable Solutions Tool Kit: Boards and Commissions Staff Guide

- Purpose: Provide staff that support or manage a City board or commission a tool to comprehensively focus on the recruitment, make-up, racial diversity and equity of decision-making of boards and commissions, using the City's Core Principles of Community Engagement.
- Status:
 - Draft guide is complete
 - City Clerk is reviewing guide for integration into board and commission staff orientation training
 - Final version to be completed by July 30

Equitable Solutions Tool Kit: Racial Equity Assessment

- Purpose: Tool for departments to use to evaluate the potential racial-equity impacts of a program, policy, procedure or initiative.
- Implementation: Once adopted, becomes enterprise-wide. All department initiatives moving forward for Council approval will go through racial equity assessment, with assessment results incorporated in new RCA.
- Status: Will be presented to PSCR&EM Committee on July 23.

Affirmative Action Utilization Rates

Purpose: Tool for complying with Affirmative Action ordinance to measure the difference between the availability of women and people of color for different City job classifications, and their actual rates of representation in those classifications.

Implementation: Work with departments to:

- Write plan and set goals;
- Devise strategies for meeting goals;
- Match goals with availability;
- Document process and track results.

Status: Inform Mayor and Council; no upcoming action required.

W/MBE commodities goal

Purpose: As authorized by the City's Small and Underutilized Business Program ordinance, set a W/MBE participation goal for any contract for non-construction-related equipment, food, or material, or any part or combination thereof, that is greater than \$50,000

Implementation: Functions like W/MBE goal for construction for development contract. Civil Rights Department may review scopes of work of the contract.

Status: Currently calculating appropriate goals, based on overall availability of women- and minority-owned vendors in the City's marketplace. Will present for PSCR&EM Committee action on July 23.



Minneapolis Target Market Program

Purpose: Open the City's purchasing opportunities to more small businesses by amending the City's Small and Underutilized Business Program to include small-business set-aside.

Status: Ordinance revision to authorize Target Market Program currently being drafted; will be introduced by July 23.

Board and commission open appointment process

- Purpose: Adopt a new Open Appointment process in response to the City Council staff direction (May 9, 2013) to NCR and City Clerk to create a strategy to diversify the City's boards and commissions
- Selection panel membership: Committee Vice Chair, up to two Council Members, City Clerk's staff and board/commission staff
- Status:
 - Selection panel structure for open appointment complete
 - Boards and commissions diversity survey completed by July 31
 - Staff and commission member Orientation Manuals complete by Fall 2014
 - Modified open appointment process ordinance presented to Council in Fall 2014
 - Uniform standards for boards and commissions presented to Council by Fall 2014



Blueprint for Equitable Engagement

Purpose: The Blueprint for Equitable Engagement is a multi-year strategic action plan to create an equitable community-engagement system for the City of Minneapolis within neighborhood organizations, City boards and commissions, and overall enterprise outreach and engagement, in order to ensure that decision-makers reflect the demographics of the city.

Status:

- 10 of 16 community focus group sessions scheduled
- All focus groups completed by September 30
- Report and RCA submitted to City Council by December 1, including a summary of the findings, policy recommendations and performance measures to ensure equitable engagement practices within the enterprise



Next steps

- Continue to identify past Council actions that are appropriate for consideration in the Racial Equity Action Plan
- Recommend a process for forming the Racial Equity Action Plan
 - Present to Committee of the Whole on July 30
- Complete definition of racial equity
 - Council Vice President Glidden is leading



Upcoming reporting

- July 23: Public Safety, Civil Rights and Emergency Management Committee
- July 30: Committee of the Whole