



CITY OF BEND

To: Council

From: Eric King and Shelly Smith

Date: August 19, 2020

**Re: Report and Recommendations on Diversity, Equity, and Inclusion
Council Goal**

During the August 19th Work Session, you will be provided an update on the Diversity, Equity, and Inclusion (DEI) Council Goal and discuss the development and structure of the permanent DEI commission/committee. Primary components of this agenda item will include a final and comprehensive report from City contractor, Allyship in Action (AiA), and recommendations on models for a permanent DEI commission/committee from the City's Legal Department, congruent with the Council Goal action item (#4 below).

As background for this update, the DEI goal for the biennium is to “Embed a commitment to diversity, equity, and inclusion (DEI) within the City of Bend and publish DEI statistics to the public by 6/30/2020 (Effective & Efficient City Operation, Strategy 4).”

Specific Actions include:

1. Implement a diversity, equity and inclusion (DEI) training program for City Council, City Staff and volunteers;
2. Hire a consultant to conduct an organizational assessment;
3. Establish a short-term steering committee/task force to assist in identifying the needs and priorities of underrepresented communities;
4. Establish a permanent commission/committee to develop a DEI action plan and seek opportunities to leverage community efforts through funding and staff support.

The final report from AiA includes an immense amount of information and it is our hope that you take the time prior to the Council Work Session to read and review the entire document including the appendices to best prepare for the meeting discussion. The report and related resources are comprised of many voices, data, research, and expertise in this area. The report includes a review of contracted goals and objectives, methodology and data, and themes and recommendations gathered from three primary sources: the Short Term DEI Task Force, key stakeholders in the community



representing more than 20 local organizations, and Allyship in Action leadership. Additionally, their report is informed by input and feedback from City Councilors, City staff, and local data. While the presentation by AiA will focus on key recommendations from the Short Term DEI Task Force on the structure, focus, and goals of the permanent DEI commission/committee, the elements of their report could serve as a framework for Council and City staff for future DEI priorities. From Council goal setting to internal policies to a roadmap for the work of the potential DEI commission/committee, this report serve as a base for your planning and focus on diversity, equity, inclusion and accessibility now and into the future.

Over the past quarter, AiA has presented to the Stewardship Subcommittee at the May and July meetings. At each meeting, AiA provided updates and progress toward Council and contracted goals as well as a specific focus on the recommendations from the Short Term DEI Task Force. One of the key discussions that arose during these meetings centered on the recommended structure, role/responsibilities, name, and legal authority of the permanent Council DEI commission/committee. Over the course of the meetings, Councilors have asked questions of the Task Force, AiA staff, and the City's Legal Department to ascertain the best way to honor the recommendations made by the Task Force within the legal and code structures currently in place that could have an impact on the success of the proposed model. Councilors present at the Stewardship Subcommittee meetings, as well as the DEI Council Goal Sponsors, have indicated that they are supportive of the overall recommendation of forming a DEI commission/committee.

After AiA's presentation and recommendations made from the Short Term Task Force on the permanent DEI commission/committee, City staff will provide an overview on existing models for such commissions/committees. As a Council, you have the opportunity to review the materials, consider options, discuss next steps, and, if appropriate, direct staff for further action.

The two DEI Council goals that are not yet complete include the final report on the organizational assessment (staff survey) and the establishment of a permanent commission/committee to develop a DEI action plan, and seek opportunities to leverage community efforts through funding and staff support. As described in the AiA report, the organizational assessment is currently being completed and will be submitted to the City Manager by the end of September. It will be shared with all staff and made public shortly after that time. The permanent commission/committee will be further discussed at this Work Session and you will have the opportunity to determine next steps.

In addition to the report and presentations today, City leadership and staff continue to invest in DEI education and awareness through resources offered to staff, providing sponsorships (events and Welcoming Week), and investing in researching and adopting best practices (ex: equity framework in the TSP). Currently, two internal established DEI teams are meeting regularly to identify opportunities to create changes that better align with the City's commitment to equity. Due to time constraints on the meeting agenda today, the internal work occurring within the City will not be a part of the formal presentation. Staff will keep Council apprised of these updates as they become more

formalized and will ensure they align with the priorities of the permanent DEI commission/committee.

Next Steps: In summary, the request to you is to ask questions and provide general feedback on AiA's final report and presentation, to discuss the structure and components of the permanent DEI commission/committee, and to provide City leadership and staff with direction on the development of the permanent commission/committee. Any direction to amend the code to create a permanent DEI commission/committee would be in the regular meeting.

