



City Council Business Agenda Item City of Kenmore, WA

Subject/Topic:

Diversity Equity & Inclusion (DEI) Task Force Recommendations, Policy Draft and continued funding.

Proposed Council Action/Motion: Review materials, including the DEI Task Force recommendations and draft of DEI Policy, and consider funding beyond this first phase, for a three (3) year Equity Plan, that would help the City of Kenmore deliver actionable strategy with performance measures, in an amount not exceed \$60,000.

For Council Meeting Agenda of: July 18, 2022

Department: Human Resources

Prepared by: Leonora Palaña, Human Resources Manager

Initial & Date

Approved by Department Head: LP

Approved by City Attorney: N/A

Approved by Finance Director: LS

Approved by Assistant City Manager:

Exhibits/Attachments:

- City of Kenmore Diversity, Equity, Inclusion and Accessibility Policy 2022
- Organizational Assessment City of Kenmore 2021-2022
- City of Kenmore Phase 2 Executive Interview Insights 2021-22
- Kenmore Community Open-Ended
- City of Kenmore Community DEI Survey Report 2022
- City of Kenmore Staff DEI Workplace Culture Survey Report 2022
- City of Kenmore Diversity, Equity & Inclusion Task Force Final Recommendations

INFORMATION/BACKGROUND:

We are grateful for the incredible and generous work of the DEI Task Force. They have exceeded our expectations and have provided us with much needed perspectives and recommendations. The Task Force's recommendations are included as one of the attachments to this agenda bill and will be presented to the City Council at the July 18th meeting. The Task Force's recommendations have helped inform the development of a City of Kenmore Diversity, Equity, Inclusion & Accessibility (DEIA) Policy draft, which is also included with this agenda bill. Within that policy is a recommendation that the City develop strategic initiatives that allow for intentional efforts to advance DEIA across every department impacting both the Kenmore staff and the community.

The Six (6) Strategic Goal Areas of a DEI plan would be as follows:

1. Leadership, Operations & Services
2. Plans, Policies & Budgets

3. Workplace & Workforce
4. Community Partnerships
5. Communication & Education
6. Facility & System Improvements

We are asking the Kenmore City Council to consider funding to complete the work of the Diversity Initiative and go beyond this first phase that has afforded us an Equity Assessment of Need and resulted in our having an official policy. We are asking for a Three (3) Year Equity Plan that would help us deliver actionable strategy with performance measures.

The Objectives highlighted in the draft DEI policy read as follows:

This policy establishes a coordinated citywide strategic initiative to promote DEIA in the City of Kenmore's community culture, programs, services, workplace, and workforce.

The City of Kenmore is fully committed to a strategic initiative, while recognizing that its most valuable asset is its People; those who live in, work in, or visit our municipality and benefit from its success.

In meeting the needs of the City of Kenmore community, we are committed to addressing the following social determinants of equity through strategic initiatives that seek to improve:

- *Access to Affordable, Healthy, Local Food*
- *Access to Health and Human Services*
- *Access to Parks and Natural Resources*
- *Access to Safe and Efficient Transportation*
- *Affordable, Safe, Quality Housing*
- *Community and Public Safety*
- *Early Childhood Development*
- *Economic Development*
- *Equitable Law and Justice Systems*
- *Equity in County Practices*
- *Family Wage Jobs and Job Training*
- *Healthy Built and Natural Environments*
- *Quality Education*
- *Strong, Vibrant Neighborhoods*
- *Equitable Access to Participate in Political Institutions*
- *Access to Suffrage/Democracy*

We are seeking to retain the services of Chanin Kelly-Rae Consulting LLC, so that we may continue into a second phase of this project to continue the facilitation of the DE&I Advisory Committee (formerly DE&I Task Force), and work with the City Manager's Office to produce a City of Kenmore Equity Plan in the context of the Council's budget consideration process. A plan could get developed and adopted by this fall. Would also continue to access the assistance of the members of the DEI Task Force, but this time in a role advisory to the City Manager and therefore not subject to the same meeting restrictions and requirements.

Fiscal Consideration:

\$60,000 would fund the consultant's time for approximately 12 months. This funding would pay for development and adoption of the plan, as well as consulting services that would provide the expertise necessary to help implement the plan. This amount is not currently budgeted but would be included as part of the budget amendments this fall.

