



Equity and Inclusion Commission Agenda

Wednesday, December 18, 2024

6:30 PM

City Council Chambers

(Any times listed are approximate – please note that items may be earlier or later than listed on the agenda)

- 1. Roll Call**
- 2. Receive Public Comment**
- 3. Approval of Meeting Minutes**
 - a. Approval of November 2024 meeting minutes - 6:35PM
- 4. Business Items**
 - a. 2025 meeting schedule review and approval - 6:40PM
 - b. SREAP Definitions - 6:45PM
 - c. Organizational Departmental and Commission Review - 7:00PM
 - d. Long Range Equity Plan Review and Discussion - 7:30PM
- 5. Other Business**
- 6. Adjourn**

**Equity and Inclusion Commission
Meeting Minutes
DRAFT – November 20, 2024 - DRAFT**

Commissioners Present: Amanda LaGrange, Alfred Chan, Gabrielle Filip-Crawford, and Prajwal Vemireddy

Youth Commissioners: Anica Barze, and Gwen Goedken

Commissioners Absent: None

Staff Present: Equity and Inclusion Manager Antonio Montez

Call to Order/Roll Call

The Equity and Inclusion Commission (EIC) meeting was called to order at 6:34 p.m.

Receive Public Comment

None.

Business Items

a. Ice Breaker – 2 Truths and a Lie

The Board went through an icebreaker question.

b. Approve Minutes

Commissioner Filip-Crawford moved, and Commissioner Vemireddy seconded a motion to approve the October 16, 2024, Equity and Inclusion Commission meeting minutes as presented. The motion passed unanimously.

c. Strategic Racial Equity Action Plan Review and Conversation

Equity and Inclusion Manager Montez reviewed the Strategic Racial Equity Action Plan with the Commission and indicated that the Commission was invited to discuss and ask questions.

Commissioner LaGrange thought the Inclusion and Respect Statement, put in many little places, would help explain why they discuss race as a starting spot and not the ending spot. She thought this felt clear and helpful.

Mr. Montez reviewed the City's Commitments in the Strategic Racial Equity Action Plan with the Commission. He noted that to keep the meeting moving, the Commission could table the SREAP portion of this item and continue with the agenda or the rest of this topic.

Chair Barze thought the rest of this item should be reviewed before moving on with the other agenda items.

Mr. Montez reviewed the SREAP purpose with the Commission.

Commissioner Vemireddy asked if there was an updated workforce status for 2024 and the community.

Mr. Montez indicated the updated numbers, and they have changed quite a lot. The City's HR Liaison is now back from personal leave, and the goal is to have an updated workforce report by the first quarter of 2025. He hoped this would be updated yearly.

Chair Barze asked what the plan was to diversify City staff.

Mr. Montez explained that it varies by department and has no standard. What the City is doing now is that when a job opens up, staff reviews job descriptions and updates them to make sure the responsibilities are still relevant. He explained that the staff is trying to be more intentional in accounting for lived experiences on the job. He thought part of this went back to relationships in the community and was being focused on. Creating jobs that are a pathway to employment, such as Fire and Police, has cadet and community services programs that hire people without experience or education and can get certification and move up in the department. The City is trying to create some pathways to the workforce that do not have requirements. He thought the one piece to help this Commission is that he feels a lot about the people making decisions about the job opportunities and will always be driven by the hiring manager. Still, he thought representation on the hiring panel or a part of the hiring process would help ensure the City brings different experiences into the hiring process and would be very effective. He was hopeful the Commission can find a pathway towards that in some of its work.

Commissioner LaGrange asked if there was a toolkit connected to recruitment that involves a diverse hiring goal.

Mr. Montez explained that although it is not necessarily attached to a goal around diverse hiring, the city does have a resource that helps hiring managers when thinking about posting jobs. He thought the hiring component was a big piece. Another piece is the hiring budget and how the City prioritizes and invests in the budget. The last component is the contract specification because the city does much contracting.

Mr. Montez reviewed some problem statements with the Commission and how the City tries to solve them. He also discussed the Equity Plan Development and the logical step toward operationalizing the City's commitment to diversity, inclusion, and equity.

Commissioner Chan thought it was good for the Commission to review this, to learn about the details being covered, and to know the history. He thought one thing to look forward to is that it

may be good as an exercise to simplify and organize this so that it is easier for the Commission to understand and keep track of because this Commission is a reset of the previous Commission.

Mr. Montez explained that the city is going through a strategic planning process right now, which has been great, and that the city has been trying to move away from individual initiatives by different commissions. He indicated that his pitch when he was hired was that everyone needed to go in the same direction. The questions to be answered are how the city-centered community is, how the city is in a relationship with the community, and how that drives the decisions the city is making. How does that become a part of what the City does every day and not necessarily a critical, high-impact, or aspirational goal? It is like they are all the same. He thought Commissioner Chan had an excellent recommendation and was all for simplifying. He continued with the review of the Other Diversity and Inclusion Activities.

Commissioner Filip-Crawford asked if, regarding staff accountability, equity goals are built into things like performance reviews.

Mr. Montez indicated that was correct and that the city is on that pathway. He continued with his presentation and reviewed the principle of disaggregated data and other principles in the SREAP report with the Commission.

d. Long-Range Equity Plan Review and Discussion

This item was postponed.

e. Organizational Departmental and Commission Review

This item was postponed.

Other Business

Equity and Inclusion Manager Montez asked if the Commission wanted to meet in December or wait until January.

The Commission thought there would be a meeting in December.

Adjournment

Commissioner LaGrange moved, and Vice-Chair Goedken seconded a motion to adjourn. The motion passed unanimously.

Chair Barze adjourned the meeting at 8:02 p.m.

Respectfully submitted,
Sue Osbeck

TimeSaver Off-Site Secretarial, Inc.

Roseville Equity and Inclusion Commission

Agenda Item

DATE: December 18, 2024

ITEM: 4.a.

ITEM DESCRIPTION: 2025 meeting schedule review and approval - 6:40PM

Background

Traditionally EIC holds its meeting on the third Thursday of each month with a 6:30 PM start time. The meetings in February and August of 2025 conflict with a City council meeting. The commission must decide to meet on another date.

Recommendation

Staff recommends the commission meet on Wednesday, February 12 and Wednesday, August 13 or Thursday August 21.

Attachments

None

Roseville Equity and Inclusion Commission

Agenda Item

DATE: December 18, 2024

ITEM: 4.b.

ITEM DESCRIPTION: SREAP Definitions - 6:45PM

Background

Key to our work on Equity & Inclusion is a shared understanding. The commission will review the definitions of Diversity, Equity, and Inclusion.

Recommendation

Staff recommends support and agreement on the definitions of terms.

Attachments

1. SREAP Definitions

Definitions¹⁴

Community

Individuals who live, work, study or visit the city of Roseville. Individuals that receive city services such as residents, businesses, and those who do not live in the geographic boundaries of the City of Roseville but participate in its activities (i.e., study, visit, or are program participants).

Culture

Culture is a social system that includes a group's shared language, customs, beliefs, values and institutions. Culture affects our thoughts and actions, often without us even being aware.

Customers

Individuals who currently, or potentially, interact with Roseville City Government.

Diversity

The presence of variety in one place. We often measure it based on the variety of demographics and their intersections within the city of Roseville, as defined by the U.S. Census Bureau, including race, religion, national origin, gender, marital status, familial status, immigration status, sexual orientation, age, income, or ability. Diversity may also describe a set of actions to accommodate variety. For the purposes of the SREAP, "Diversity" refers to the variety of demographics and their intersections within the city of Roseville as defined by the US Census bureau, such as race, ethnicity, age, gender, disability, income level, and other meaningful socio-economic differences.

Ethnicity

Describes a group of people who share a distinct culture, religion, language or place of origin. It is a category independent of Race. Therefore, in the U.S., people of the same *ethnicity* may be members of different *rac*es, such as Black Hispanics (such as people from Cuba, Brazil or Dominican Republic).

Equity

Freedom from systemic bias or favoritism. Parity across differences. Product and service access, opportunity, quality and outcomes that do not vary by race, gender, marital status, familial status, immigration status, sexual orientation, age, income, ability, or any other socio-economic differences.

Inclusion

Including many different types of people and treating them all fairly and equally.

¹⁴ These definitions are used by CultureBrokers in the Diamond Inclusiveness System. They are adapted from multiple sources.

People of Color

The term used in this plan as shorthand, also referenced as BIPOC, to describe a person who identifies as a member of at least one of the following racial census categories: Black or African American, Asian, American Indian and Alaska Native, Native Hawaiian, other Pacific Islander, some other race, and Hispanic. **We recognize the problems inherent in using such a broad term.** However, we use it only to increase plan readability.

Race

In the U.S., race is a construct that established various categories of people and a hierarchy of their value to society. In that worldview, people have, according to their physical characteristics, innate qualities that define them as different.

Residents

Individuals of all ages living within the geographic boundaries of the city of Roseville.

Senior Leaders

City Manager
Assistant City Manager
Equity and Inclusion Manager
Chief of Police
Fire Chief
Community Development Director
Public Works Director
Park and Recreation Director
Finance Director
City Council/Economic Development Authority
Mayor

Staff

All people actively supervised by our organization and involved in accomplishing our work, including paid employees, and paid interns.

Workforce

All people actively supervised by our organization as staff as well as contract employees and volunteers, as appropriate. Workforce also includes consultants, and independent contractors.

DEI

Diversity, Equity and Inclusion.

Roseville Equity and Inclusion Commission

Agenda Item

DATE: December 18, 2024

ITEM: 4.c.

ITEM DESCRIPTION: Organizational Departmental and Commission Review - 7:00PM

Background

Review of departments and commission's roles and responsibilities

Recommendation

Attachments

None

Roseville Equity and Inclusion Commission

Agenda Item

DATE: December 18, 2024

ITEM: 4.d.

ITEM DESCRIPTION: Long Range Equity Plan Review and Discussion - 7:30PM

Background

Review of organizational long range equity plan presented to Council in spring of 2024

Recommendation

Attachments

1. 2026 Racial Equity Plan 1

2025-2026 Equity & Inclusion Vision

Equity and Inclusion team - Administration



Agenda

1. Check in
2. Where have we been
3. Where are we
4. Where do we want to go



Check in



Where have we been?

1. HRIEC
2. GARE group
3. Staff Data (Culture Brokers)
4. Equity and Inclusion Manager
5. Racial Equity Dividends



Where are we now?

1. SREAP
2. HRIEC



Vision

An organization wide equity and inclusion strategy that advances the community aspirations and the SREAP that is embedded in the strategic plan

City of Roseville

Inclusion and Respect Statement

The City of Roseville strives to be a welcoming and inclusive place for all. We are committed to promoting respectful conduct, equitable service, and diversity in our community. We condemn discrimination by or against residents, visitors, workers, city employees or city businesses. In all that we do as a City government, we pledge to treat everyone fairly, respectfully, and without bias, regardless of their color, creed, religion, national origin, gender, marital status, familial status, immigration status, sexual orientation, age, income, or disability.



Where do we want to go?



Equity and Inclusion Commission

1. Shared vision and plan
2. Participation in Equity and Inclusion Action Team
3. Review and provide feedback to departmental project updates
4. Participation in departmental EIAP plans

Equity and Inclusion Steering Team

Monthly Meeting for leaders

1. Intentional
2. Space to practice

Quarterly Meeting with Action Team

1. Intentional
 1. Support and Connection
 2. Employee growth

Equity and Inclusion Action Team

1. Representation from City and Community
2. Build Relationship
3. Learning and development
 1. Shared understanding
 1. History
 2. Systems and Institutions
 3. Language
 2. TOPS Facilitation

Employee Resource Group

1. Creating a space for employee's to connect across departments to share their lived and workplace experiences

Departmental EIAP Workplans

1. Work with community to develop strategies that advance departmental progress on SREAP priorities
 1. Outcomes
 2. Actions
 3. How can we measure it

Launch:
commission,
steering and
action teams

EIST/EIAT
L&D
Strategic
Planning

Departmenta
l EIAPs
Evaluate

Q2
2024

Q3
2024

Q4
2024

Q1&2
2025

Q2&3
2025

Q4
2025

Relationship
building
Launch
ERG

EIAT
Workforce
Engagement

Plan 2026



Q

&

A

Questions?

THANK YOU

Department Name