



Equity and Inclusion Commission Agenda

Wednesday, February 12, 2025

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 - 6:35 P.M.**
 - a. Review and approve January meeting minutes
- 4. Business Items - 6:40 P.M.**
 - a. City Council meeting update
 - b. Strategic Plan Draft Review and Data discussion
 - c. Commission workplan discussion
- 5. Other Business**
- 6. Adjourn**

**Equity and Inclusion Commission
Meeting Minutes
DRAFT – January 15, 2025 - DRAFT**

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

Youth Commissioners: Gwen Goedken, Anica Barze

Commissioners Absent: Alfred Chan (excused)

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 6:35 p.m.

Receive Public Comment

None.

Commissioner Filip-Crawford moved, and Commissioner LaGrange seconded a motion to close the public comment period. The motion passed unanimously.

Business Items

a. Approval of Meeting Minutes

Commissioner LaGrange moved, and Commissioner Goedken seconded a motion to approve the December 18, 2024, Equity and Inclusion Commission meeting minutes as presented. The motion passed unanimously.

b. Review Equity and Inclusion Toolkit

Equity and Inclusion Manager Montez explained the purpose of the Equity and Inclusion Toolkit, which helps decision-makers evaluate ideas and solutions with an inclusive equity perspective. He indicated the toolkit was designed to ensure that decisions are considered by the entire community, especially those who may not be at the decision-making table. The toolkit is a public document intended to provide accountability and transparency in decision-making.

The Commission discussed the toolkit's background and its current usage.

Mr. Montez highlighted its evolution from a lengthy document to a more streamlined version. He outlined the questions in the Equity and Inclusion Toolkit, including desired outcomes, who will benefit or be burdened, and potential unintended consequences.

The Commission discussed the importance of incorporating community perspectives and engaging with underrepresented groups.

Mr. Montez emphasized the need for early engagement in the decision-making process to ensure equitable and inclusive outcomes.

The Commission considered how to ensure that the toolkit was accessible to all community members, not just those who were familiar with accessing government.

c. Discussion about Commission and City Work

Equity and Inclusion Manager Montez proposed three pathways for the Commission's work. The first pathway was policy and planning. He also reviewed the second and third pathways, workforce development, and cross-functional action teams.

The Commission discussed potential projects and areas of focus, including data analysis, procurement policies, and employee development.

Commissioner Filip-Crawford expressed interest in working on data analysis and survey design, and Commissioner LaGrange suggested setting scorecards for various metrics.

The Commission considered the importance of transparency and education in government processes, including making City operations more approachable and accessible.

d. Youth Involvement and Community Outreach

Equity and Inclusion Manager Montez added this item to the Commission discussion. He reviewed how the City wanted to get more youth involved in City Commissions and how the City could get more community involvement.

The Commission discussed ways to involve youth in decision-making, including surveys and student leadership teams.

Chair Barze suggested using Raider News to inform students about Commission activities and opportunities for involvement.

The Commission considered creating a community outreach playbook to help departments engage with various community groups. The Commission emphasized making city government accessible and approachable for all community members, including youth.

Mr. Montez summarized the key points discussed, including data analysis, leveraging university resources, and creating a community outreach playbook.

The Commission agreed to continue the conversation and explore potential projects more thoroughly.

Mr. Montez provided a quick update on the next meeting date and the disclosure of the financial interest form. The Commission expressed interest in continuing to work together and explore new opportunities for impactful work.

Mr. Montez discussed the open Commission seats and suggested providing updates on ongoing projects in the City.

Chair Barze inquired about updates on the bike project.

Mr. Montez mentioned his focus on language access and explained the current challenges in providing reliable language access services, including translation in various languages and American Sign Language. He suggested the city explore partnerships for regular translation services to improve communication with diverse communities. He highlighted his work on language access, emphasizing the need for predictable and reliable services for different languages. He also discussed policy updates around gender inclusivity in City programming, ensuring participants can identify with their gender.

Commissioner LaGrange asked about the progress of Employee Resource Groups.

Mr. Montz explained that the City was in the strategic planning phase. He noted that once the strategic plan is finalized, they will explore the formation of Employee Resource Groups. He explained that the current focus was completing the strategic plan to guide future actions. He mentioned that the Equity, Inclusion Action Team would be a test run for how Employee Resource Groups would function. He emphasized that there was no formal structure for Employee Resource Groups yet, and they would observe how the action team would be received. He acknowledged the importance of the action team in providing insights for developing future Employee Resource Groups.

Adjournment

Commissioner Vemireddy moved, and Commissioner LaGrange seconded a motion to adjourn. The motion passed unanimously.

Chair Barze adjourned the meeting at 7:59 p.m.

Respectfully submitted,

Sue Osbeck

TimeSaver Off-Site Secretarial, Inc.

Roseville Equity and Inclusion Commission Agenda Item

DATE: February 12, 2025

ITEM: 4.a.

ITEM DESCRIPTION: City Council meeting update

Background

City staff will present an update to city council about our commission structure and work. Staff will invite commission members to attend the city council meeting if their schedule allows.

Recommendation

Attachments

None

Roseville Equity and Inclusion Commission Agenda Item

DATE: February 12, 2025

ITEM: 4.b.

ITEM DESCRIPTION: Strategic Plan Draft Review and Data discussion

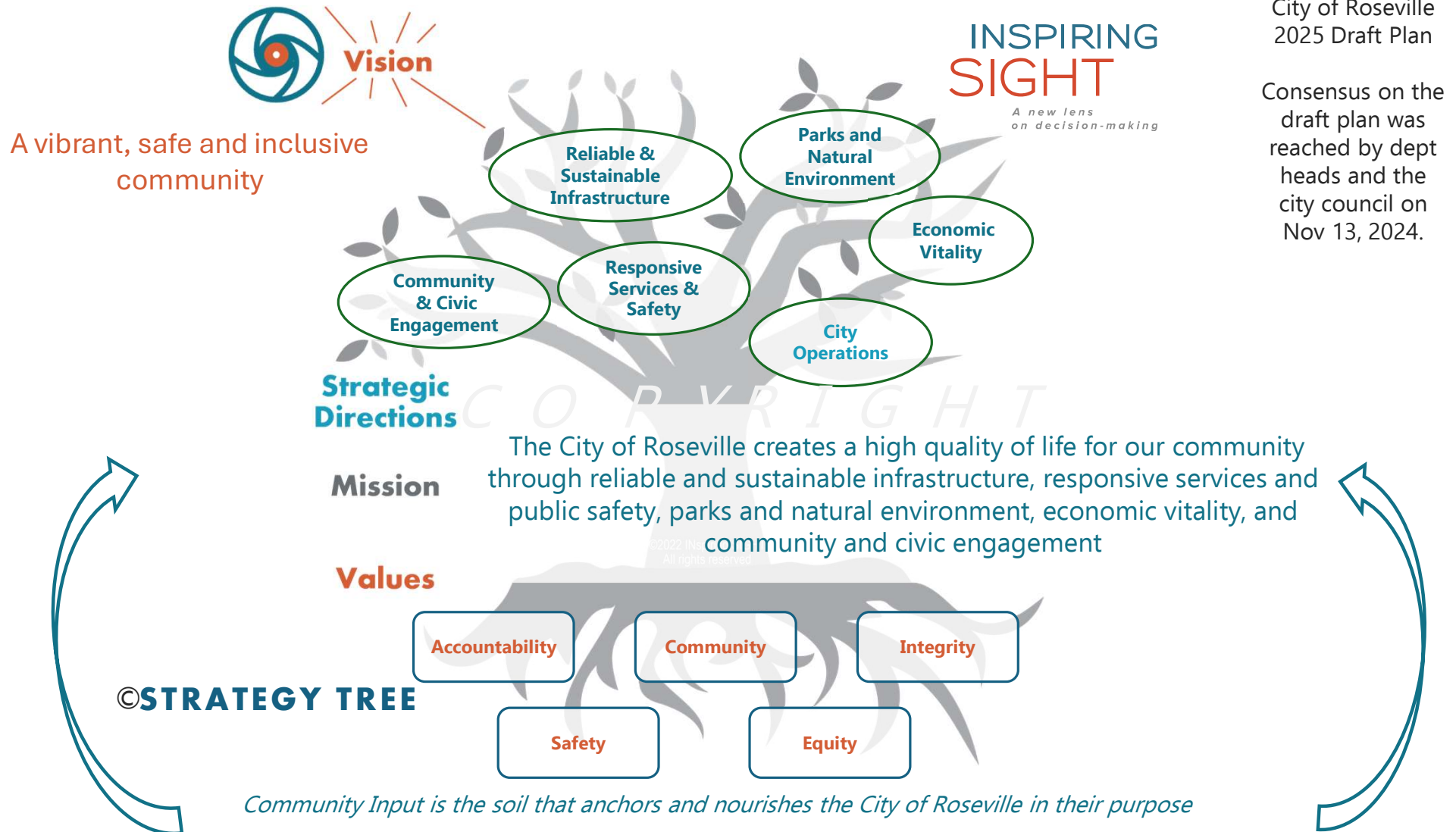
Background

City staff will share an update with the Commission of the most recent draft of the strategic plan including vision, mission, values and strategic directions of the plan. This will include relevant background information on the Strategic Planning Process.

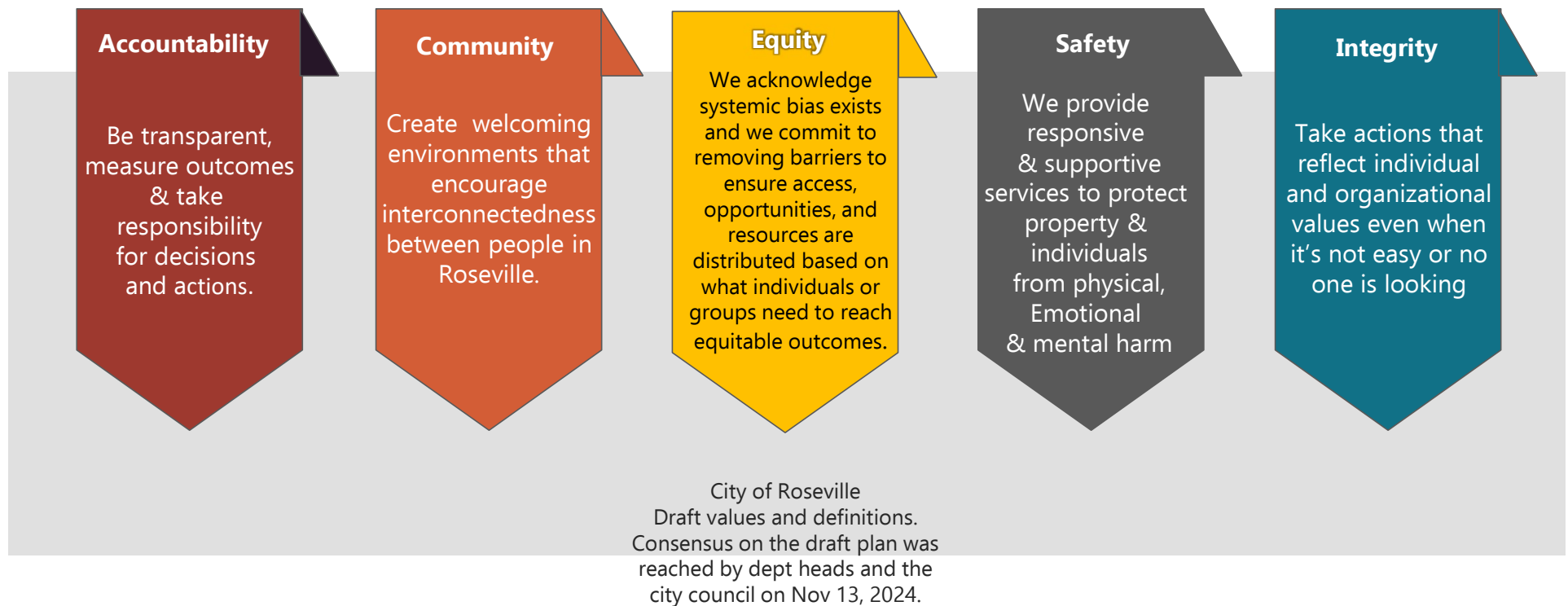
Recommendation

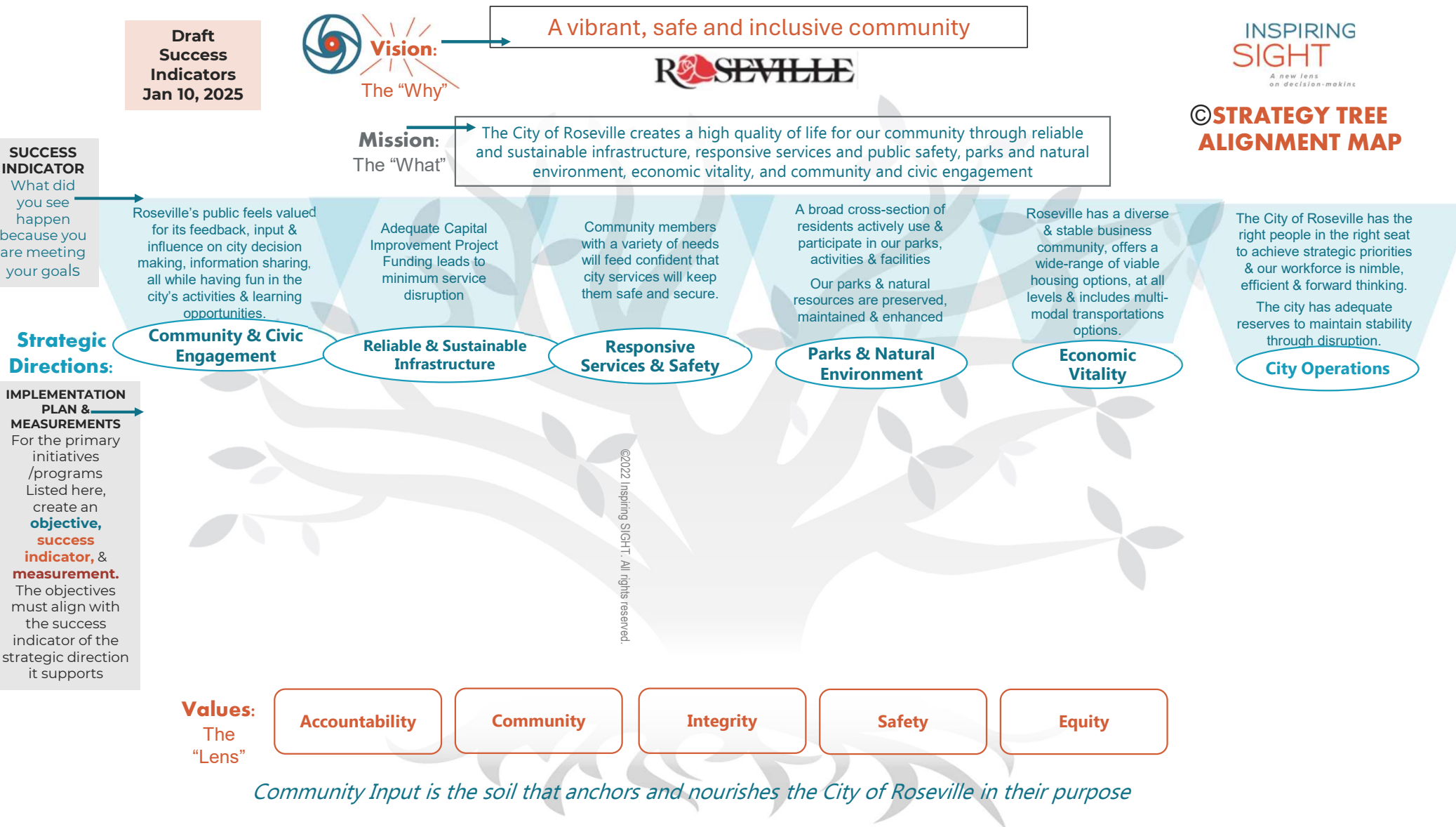
Attachments

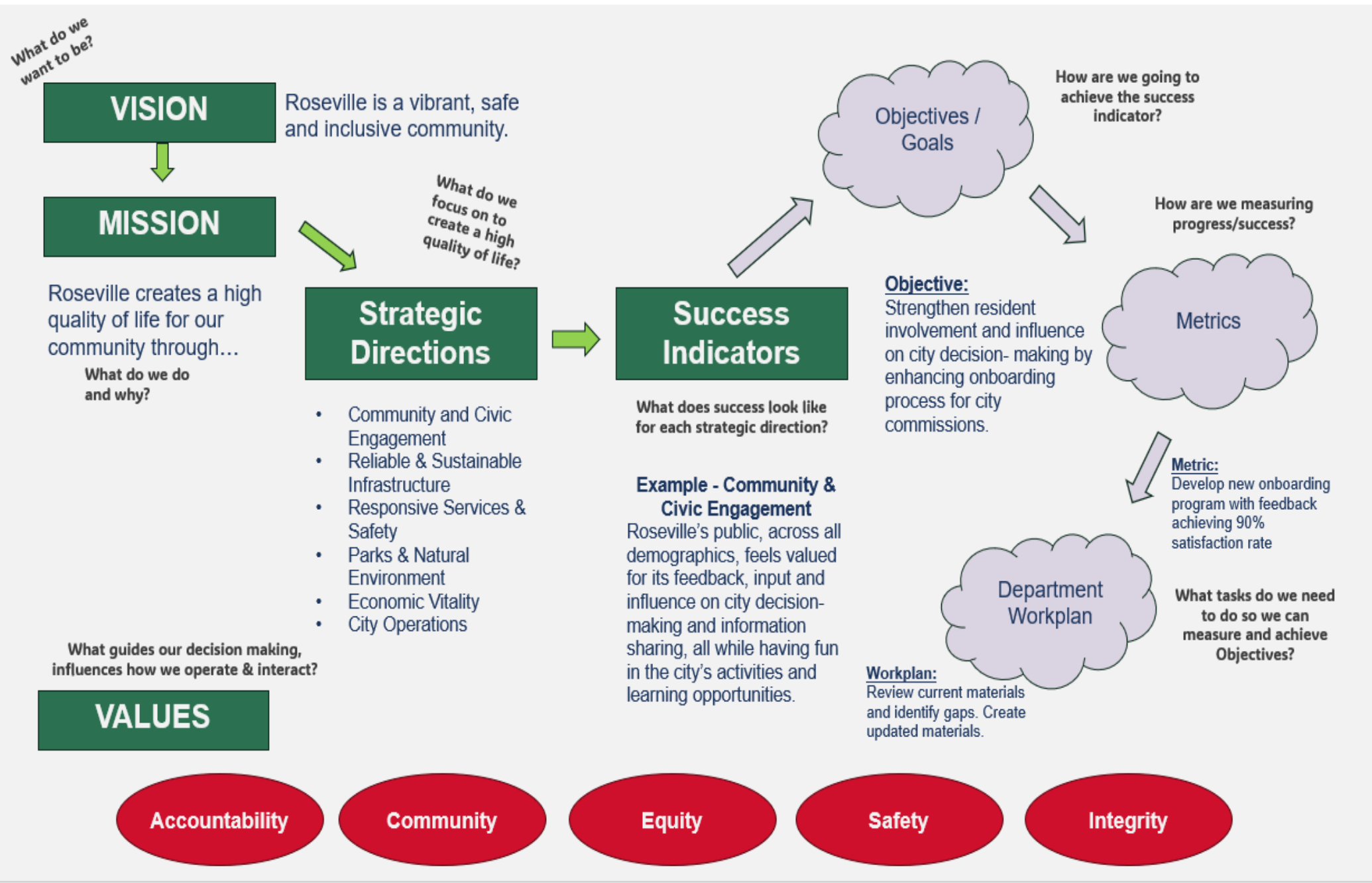
1. Strategic Plan
2. Strategic Plan Graphic
3. Success Indicators



Values Guiding the City of Roseville







Success Indicators (Staff Feedback)

Community & Civic Engagement

Roseville's public, across all demographics, feels valued for its feedback, input, and influence on city decision making, information sharing, all while having fun in the city's activities and learning opportunities.

Reliable & Sustainable Infrastructure

Roseville's assets and infrastructure are effectively, efficiently and sustainably planned, managed and funded.

Responsive Services & Safety

Community members with a variety of needs feel confident that city services are responsive to ongoing needs and keep everyone safe, secure, and positively impact their quality of life.

Parks & Natural Environment

Parks and natural resources are preserved, maintained and enhanced to ensure a broad cross-section of community members actively use and participate in our parks, activities and facilities.

Economic Vitality

Roseville has a diverse and stable business community, offers a wide range of housing types for people at all income levels, and includes multi-modal transportation options.

City Operations

The City of Roseville's workforce and public officials are capable, nimble, and forward thinking in achieving its strategic priorities.

Roseville Equity and Inclusion Commission Agenda Item

DATE: February 12, 2025

ITEM: 4.c.

ITEM DESCRIPTION: Commission workplan discussion

Background

After a review of ordinance 1676, staff will lead discussion with the commission about opportunities and recommendations to involve the commission in the city strategic planning process. In the January 2025 meeting, the commission discussed areas of interest related to data, youth involvement and transparency. Staff will propose for consideration an opportunity to work with the City Department Head team to develop goals and metrics of the strategic plan. Final workplan will be reviewed and approved by council, but staff sees value in partnership on key goals and metrics in the strategic plan.

Recommendation

Attachments

1. Ordinance 1676

**City of Roseville
ORDINANCE NO. 1676**

**AN ORDINANCE REPEALING AND REPLACING
TITLE 2, CHAPTER 205**

**REPEALING AND REPLACING TITLE 2, CHAPTER 205 “HUMAN RIGHTS,
INCLUSION, AND ENGAGEMENT COMMISSION” AND REPLACING IT IN
ITS ENTIRETY WITH CHAPTER 205 “EQUITY AND INCLUSION
COMMISSION”**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 2, Chapter 205 is hereby repealed in its entirety and replaced with the following:

EQUITY AND INCLUSION COMMISSION

- 205.01: Establishment and Purpose
- 205.02 : Membership
- 205.03: Scope, Duties and Functions

205.01 : ESTABLISHMENT AND PURPOSE.

There is established an Equity and Inclusion Commission for the City, which shall serve in an advisory capacity to the City Council and city staff by applying an equity and inclusion lens to city policies, procedures, projects, programs, operations, and initiatives.

205.02 : MEMBERSHIP.

The commission will consist of seven members appointed by the City Council. Members should reflect the diverse makeup of the community, including but not limited to: diversity in race, ethnicity, gender, age, disability status, sexual orientation, socio-economic status, and other factors that contribute to a comprehensive understanding of equity and inclusion, reflective of the different lived experiences of the community.

205.03 SCOPE, DUTIES, AND FUNCTIONS.

The duties and functions of the commission shall be as follows:

- A. Review and provide feedback on departmental equity and inclusion

workplans which serve to advance equity and inclusion throughout the organization.

- B. Review and provide feedback on the Strategic Racial Equity Action Plan (“SREAP”) and to advance the SREAP’s priorities and equity and inclusion throughout the organization.
- C. May participate in the Equity and Inclusion Action team that will operationalize departmental equity and inclusion workplans throughout the city that advance the SREAP priorities.
- D. May represent the City at events where appropriate and approved by city staff or the City Council.
- E. Perform other duties and functions as requested by city staff or the City Council.

SECTION 2: Effective date. This ordinance shall take effect 30 days following its passage and publication.

Passed by the City Council of the City of Roseville this 3rd day of June 2024.

(SEAL)

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager