

## **RESOLUTION No.**

**3 6 9 8 2**

Accept the report on the initial equity inventory and direct the Office of Equity and Human Rights and the Office of Management and Finance to develop additional tools to assess bureau performance with regard to specific equity goals and metrics (Resolution)

WHEREAS the Portland Plan, adopted by Resolution 3698, is intended to help make Portland a prosperous, educated, healthy, and equitable city; and

WHEREAS, the Portland Plan recognizes that advancing equity must be at the core of our plans for the future; and

WHEREAS the Portland Plan includes a Framework for Equity to guide plan implementation and improve City operational and business practices, support actions that promote accountability, close disparity gaps, and increase community engagement in civic activities; and

WHEREAS, equity is defined in the Portland Plan as when everyone has access to opportunities necessary to satisfy essential needs, advance their well-being, and achieve their full potential; and

WHEREAS, it is the City Council's intention to achieve equity in City government policies, procedures, and practices; and

WHEREAS, as a commitment to achieving equity in City government, City Council created the Office of Equity and Human Rights by Substitute Ordinance 184880 to advance policies, programs, and practices of the City of Portland which remove systemic barriers related to race and ability thereby ensuring equal opportunity and access; and

WHEREAS, the initial draft work plan of the Office of Equity and Human Rights provided that the Office will use the Portland Plan Framework for Equity to guide its work and will establish reasonable and attainable metrics to advance the City's equity goals, using available tools and developing new mechanisms as needed; and

WHEREAS, on March 15, 2012 following a national search, Dante James, who has over 25 years of public, non-profit, and legal work in the areas of social justice, civil rights, and government contracting, joined the City as Director of the Office of Equity and Human Rights; and

WHEREAS, Director James completed his first 90 days with the Office of Equity and Human Rights and provided a report to Council on the work completed during his first 90 days as well as a first year work plan for the Office which Council adopted on July 19, 2012; and

WHEREAS, in the fall of 2011, the City conducted an initial equity inventory to gather information about City bureaus' practices from two perspectives - internal practices within the bureau's organization and workplace and external service delivery to customers and the community; and

WHEREAS, the purpose of the initial equity inventory was to establish a baseline of data about City policies, programs, and practices vis-à-vis equity to reference when developing and examining future improvements and progress toward achieving equity in the City workplace and in its services to customers and the community; and

WHEREAS, the results of the initial equity inventory include information from the bureaus about their policies and programs that can serve as best practices or examples of successful efforts that other bureaus may emulate or expand upon; and

WHEREAS equity in hiring, workforce, contracting, and employment opportunities in the City are essential to achieving the vision of the Portland Plan; and

WHEREAS the Bureau of Human Resources has increased the use of focused outreach and other tools to assist bureaus in recruiting and hiring a diverse workforce and the data contained in Exhibit A looks at the breakdown of applicants for City jobs by gender and ethnicity for Fiscal Year 2011-2012; and

WHEREAS the data contained in Exhibit B looks at the gender and ethnic make-up of the City's workforce overall as well as three defined categories of employees in top level management, mid level management, and entry level positions (these categories do not equate to the total number of city employees) across the City; and

WHEREAS, the City is committed to using data, as appropriate, to measure progress toward achieving equity goals; and

WHEREAS, the Portland Plan provides that the City will collect the data we need to understand the conditions and challenges facing communities with disparities, including use of alternative data sources and research methods where needed; and

WHEREAS, the Bureau of Human Resources wishes to build on the experience and success of the Minority Evaluator Program in City contracting by developing a process to include minority evaluators on City hiring panels for leadership positions in the City and for positions where the City has been unsuccessful in hiring diverse candidates and to work to eliminate bias and increase equity in the hiring process;

NOW, THEREFORE, BE IT RESOLVED, that the City Council accepts the report on the initial equity inventory (Exhibit C) and directs the Office of Equity and Human Rights and the Office of Management and Finance to develop further tools to meaningfully assess the performance of all bureaus on specified equity metrics; and

BE IT FURTHER RESOLVED that the Bureau of Human Resources is directed to develop and implement a Minority Evaluator Program substantially along the lines of the proposal attached hereto as Exhibit D.

Adopted by the Council: DEC 12 2012

Mayor Sam Adams  
Prepared by Anna Kanwit  
Date Prepared October 15, 2012

**LaVonne Griffin-Valade**  
Auditor of the City of Portland  
By

*Susan Parsons*  
Deputy

1412

✓140

Agenda No.  
**RESOLUTION NO.**  
 Title

36982

Accept the report on the initial equity inventory and direct the Office of Equity and Human Rights and the Office of Management and Finance to develop additional tools to assess bureau performance with regard to specific equity goals and metrics (Resolution)

|   |  |
|---|--|
| <p><b>INTRODUCED BY</b><br/>         Commissioner/Auditor:<br/> <b>Mayor Sam Adams</b></p> <p><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance and Administration - Adams <i>[Signature]</i></p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Leonard</p> <p><b>BUREAU APPROVAL</b></p> <p>Bureau: OMF / Human Resources<br/>         CAO: Jack D. Graham <i>[Signature]</i><br/>         Bureau Head: Anna Kanwit <i>[Signature]</i></p> <p>Prepared by: Anna Kanwit<br/>         Date Prepared: 10/15/12</p> <p>Financial Impact &amp; Public Involvement Statement<br/>         Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document<br/>         If "Yes" requires City Policy paragraph stated in document.<br/>         Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Council Meeting Date 12/12/12</p> <p><b>City Attorney Approval:</b><br/>         required for contract, code, easement, franchise, comp plan, charter</p> | <p>CLERK USE: DATE FILED <u>DEC 07 2012</u></p> <p style="text-align: right;">LaVonne Griffin-Valade<br/>         Auditor of the City of Portland</p> <p>By: <i>[Signature]</i> Deputy</p> <p><b>ACTION TAKEN:</b></p> |
|---|--|

|  |
|--|
| <b>AGENDA</b>  |
| <p><b>TIME CERTAIN</b> <input checked="" type="checkbox"/><br/> <b>Start time: 9:30 AM</b></p> <p><b>Total amount of time needed: 15 Minutes</b><br/>         (for presentation, testimony and discussion)</p> |
| <p><b>CONSENT</b> <input type="checkbox"/></p>   |
| <p><b>REGULAR</b> <input type="checkbox"/><br/> <b>Total amount of time needed: _____</b><br/>         (for presentation, testimony and discussion)</p>  |

| FOUR-FIFTHS AGENDA | COMMISSIONERS VOTED AS FOLLOWS: |      |      |
|--------------------|---------------------------------|------|------|
|                    |                                 | YEAS | NAYS |
| 1. Fritz           | 1. Fritz                        | ✓    |      |
| 2. Fish            | 2. Fish                         | ✓    |      |
| 3. Saltzman        | 3. Saltzman                     | —    |      |
| 4. Leonard         | 4. Leonard                      | ✓    |      |
| Adams              | Adams                           | ✓    |      |