7800 Golden Valley Road | Golden Valley, MN 55427
763-593-8012 | TTY 763-593-3968 | 763-593-8109 (fax) | www.goldenvalleymn.gov

January 23, 2024 — 6:30 PM
Council Conference Room
Hybrid Meeting

DEI COMMISSION MEETING AGENDA

Diversity, Equity, and Inclusion (DEI) Commission meetings are being conducted in a hybrid format with in-person and remote options for attending.

Remote Attendance Options: Members of the public may attend this meeting via Microsoft Teams.

Questions/Comments: Members of the public who have questions about the commission or any items on the agenda should contact the staff liaison - Seth Kaempfer at (763) 593-8045.

1. Call to Order

2. Land Acknowledgement
We acknowledge and honor the Dakota nation, on whose ancestral land the City of Golden Valley is built, and whose land resources we use. We commit to counteracting the erasure of the cultural practices and presence of the Dakota people through education and by amplifying a wide range of indigenous voices.

3. Roll Call

___ Chair, Lee Thoresen	___ Ajani Woodson	___ Nyre Chester
___ Vice Chair, David Scheie	___ Drew Jones	___ Joelle Allen
___ George Kannenberg	___ Ruth Paradise	___ Imara Hixon

4. Approval of Agenda

5. Approval of Minutes
5.A. Approval of Minutes - December 19, 2023

6. Staff Updates
6.A. DEIC Commissioner Membership
6.B. Center for Economic Inclusion - Racial Equity Dividends Index Presentation
6.C. Draft Equity Plan Presentation
6.D. Ho-Chunk History Event Sponsorship
6.E. DEI Commission Calendar Dates

7. Subcommittee Updates

7.A. City Systems

7.B. Communication and Networking

7.C. Events

1. BAEGV Forum:
    a. March 2024: Women Leading the Way

8. Discussion Items

8.A. Sweet Potato Comfort Pie - MLK Event Sponsorship

8.B. 2024 DEIC Priorities

1. Annual Funding Approval

9. Adjournment



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Diversity, Equity, & Inclusion Commission

December 19, 2023 – 6:30 p
Council Conference Roc
Golden Valley City H
7800 Golden Valley Ro

REGULAR MEETING MINUTES

Call to Order Meeting was called to order at 6:52 PM

Land Acknowledgement: We acknowledge and honor the Dakota nation, on whose ancestral land the City of Golden Valley is built, and whose land resources we use. We commit to counteracting the erasure of the cultural practices and presence of the Dakota people through education and by amplifying a wide range of indigenous voices.

Roll Call

Commissioners in person:	Lee Thoresen, Joelle Allen, Ajani Woodson, Ruth Paradise, Drew Jones, David Scheie, Nyre Chester
Commissioners absent:	Imara Hixon, George Kannenberg
Staff present:	Seth Kaempfer, Equity and Inclusion Manager

Approval of November 28 minutes and December 19 agenda

MOTION to approve the agenda by Commissioner Scheie, seconded by Commissioner Woodson.
Motion carries 7-0

MOTION to approve the minutes by Commissioner Allen, seconded by Commissioner Paradise.
Motion carries 7-0

Staff Updates

- Staff member Kaempfer reminds the Commissioners that there are still two vacancies on the Commission and suggests that Commissioners reach out to their networks to recruit new members. Chair Thoresen asks Youth Commissioner Jones to network at school as well.
- The Center for Economic Inclusion's Racial Equity Dividends Report is available to the Commissioners online, and City staff is working to prepare a communications plan to launch Golden Valley's individual report to the public. Commissioner Scheie asks if the DEIC is able to participate in the conversation, but staff member Kaempfer informs them that only staff are able to participate. Commissioner Scheie suggests incorporating this report into the City's Equity Action Plan, and staff member Kaempfer lets them know that it will factor strongly into the Equity Action Plan. Commissioners agree that the plan should drive their priorities for the year. Commissioner Scheie suggests hosting a Building An Equitable Golden Valley event centering this report, and Commissioner Allen agrees while suggesting they partner with another nearby city to bring more folks into the conversation who might not be there otherwise.
- Staff member Kaempfer provides an update on processes for Commissioners, including submitting event proposals, room reservations, and technology requests 60 days in advance; speaker, presenter, and catering contracts should be given to the staff liaison 30 days in advance. Additionally, communication requests should be submitted to the staff liaison.

This document is available in alternate formats upon a 72-hour request. Please call 763-593-8006 (TTY: 763-593-3968) to make a request. Examples of alternate formats may include large print, electronic, Braille, audiocassette, etc.

- Reminder that attendance is recorded and those missing meetings may receive a letter, and that their official email account should be used for all business and checked weekly. Commissioner Thoresen suggests a DEIC calendar to keep the Commission on track and able to comply with these guidelines.

Subcommittee Updates

City Systems

- The subcommittee will request a meeting with Council Member Harris to strategize with the Commission on ways the Commission can perform at a higher-level regarding City Systems.
- The subcommittee will review the Equity Report to identify areas the Commission may want to focus on in 2024.

Communications and Networking

- Commissioner Paradise updates the Commission on the DEI calendar, explaining there is a focus on notable Civil Rights events as well as religious holidays and festivals.
- Commissioners discuss how they can communicate events more effectively, and asking attendees how they heard about the event can inform how they communicate in the future.

Events

- Commissioner Paradise proposed the Commission's March forum be focused on equity in education. Commissioner Thoresen has concerns about how to make that theme connect at a local level, and suggests it might be a better topic for the fall forum. Commissioners discuss whether the focus should be on the curriculum itself or the broader topic of disparities in education when broken down by race or income levels.
- Commissioner Allen voices concern that the Commission doesn't have a mechanism for communicating updates to folks attending their forums. Commissioner Paradise says she has followed up with attendees from some forums, but not all. Commissioner Allen reiterates concern that gathering ideas from the community and not communicating how their ideas were used may discourage people from attending future events. Commissioner Scheie suggests coming up with a standard practice for forums going forward that would include emailing updates after each forum. Commissioners discuss the benefit of adding more content to the DEIC webpage and how to utilize that to draw people to their events.
- Commissioners talk about the timing of the 2024 Building An Equitable Golden Valley forums. Commissioner Allen proposes partnering with Sweet Potato Comfort Pie for Black History Month and MLK which would allow the forums to focus on other topics. Commissioners decide to plan BAEGV events on the second Thursday of the last month of each quarter, with March's forum topic being relating to International Women's Day.

Discussion Items

- Commissioners decide to extend the deadline for the MLK Award to January 5, 2024. The winners will be presented with their awards during the Sweet Potato Comfort Pie event on January 14, 2024.
- **Motion** by Commissioner Allen to move the 2024 DEIC Priorities discussion to the January meeting, seconded by Commissioner Chester. **Motion carries 7-0**

Meeting adjourned at 8:35PM

_____ _____
Seth Kaempfer, Equity and Inclusion Manager Date

_____ _____
Lee Thoresen, Chair Date

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January 2024

Opportunities to drive racial equity and inclusion at the City of Golden Valley

Insights from your 2023 Racial Equity Dividends Index results



About the Center for Economic Inclusion

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Who Are CEI

- Minnesota-based social enterprise founded in 2017
- Work with public and private sector partners to close racial wealth gaps and achieve shared regional prosperity.
- Move people and organizations from **awareness** about racial disparities and opportunities for equity and inclusion to taking meaningful, measurable **action** to foster **accountability** to build and sustain economies that benefit everyone.

Awareness. → Action. → Accountability.

The Racial Equity Dividends Index

A tool to help local governments improve their performance and community well-being by implementing racially equitable practices

CENTER FOR ECONOMIC INCLUSION

Overview of City of Golden Valley 2023 score report results

CENTER FOR ECONOMIC INCLUSION

Index score overview

2023 OVERALL SCORE: **25.8 out of 100 points**

2023 PERCENTILE (ALL ORGANIZATIONS): **45%**

2023 PERCENTILE (PEER ORGANIZATIONS): **58%**

Promising practices in *Housing, Transportation, & Land Use and Public Safety*

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PEER DEMOGRAPHICS	Resident population	Resident racial demographics	Full-time employees	Government Type
Small Cities	36,493	23.4% Black, Indigenous, Hispanic, or Asian	191	City
City of Golden Valley	**22,247**	**16.2% Black, Indigenous, Hispanic, or Asian**	**130**	**City**



12

Small
Cities

< 75,000 residents



4

Midsize
Cities

75,000-250,000 residents



6

Large
Local Governments

> 250,000[4] residents

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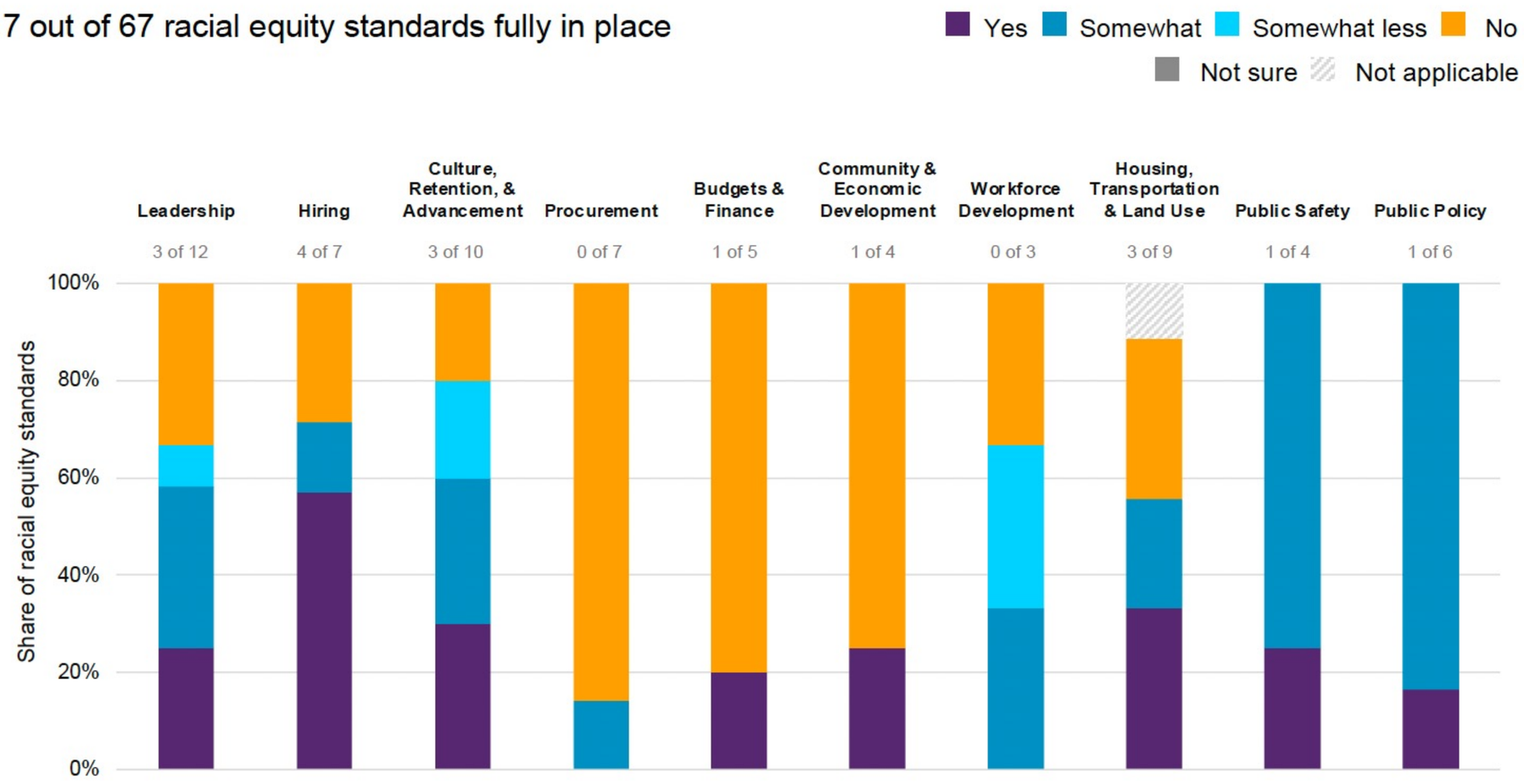
Index results by category

City of Golden Valley Score Overview

17 out of 67 racial equity standards fully in place



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Three opportunities to strengthen racial equity and inclusion



1. **Racially diverse teams.** Build more racially diverse teams by setting organization-wide goals for hiring, recruitment, and promotion of Black, Indigenous, Hispanic and Asian employees and holding leadership accountable for them.



2. **Racially diverse supply chains.** Collect data and set goals for increasing the racial diversity of suppliers to benefit from innovative ideas and build economic wealth for Black, Indigenous, Hispanic/Latine and Asian owned businesses.



3. **Inclusive workforce development.** Survey past program participants about their job placement experiences, disaggregate results by race, and use this information to guide future partnerships and job placements.

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Racially diverse teams

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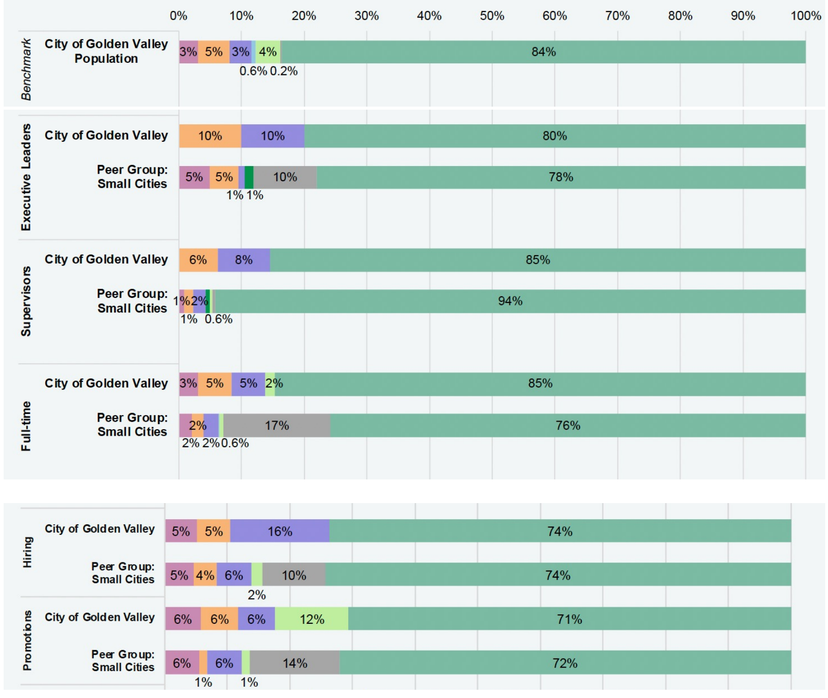
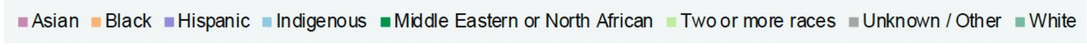
Opportunity 1:

Build more racially diverse teams by setting organization-wide goals for hiring, recruitment, and promotion of Black, Indigenous, Hispanic and Asian employees and holding leadership accountable for them.





HIRING

Your Score: 4 out of 7 *(peer average: 2.9)*

Yes Somewhat No Not sure

Question	Your Answer	Peer Answers
Does your organization **invest in local talent pipelines** through paid internships, training partnerships with community colleges or workforce development providers, scholarships for students who are not related to employees, and/or other substantial career exposure opportunities?		42% 50% 8%
Does your organization intentionally **recruit from racially diverse talent pools,** including schools, workforce development programs, and other community-based organizations with high shares of Black, Indigenous, Hispanic/Latine, and/or Asian people?		17% 75% 8%
Does your organization set **enterprise-wide goals for hiring, retaining, and advancing** Black, Indigenous, Hispanic/Latine, and Asian workers and hold organizational leadership accountable for meeting these goals?		8% 33% 58%
Actions your organization currently takes:		
We set goals across our organization for hiring a racially diverse workforce	⊘	**42%** of peers took this action
We set goals across our organization for retaining employees of color	⊘	**8%** of peers took this action
We set goals across our organization for promoting employees to produce racially diverse leadership teams	⊘	**8%** of peers took this action
We take action to hold leadership accountable for meeting these goals	⊘	**0%** of peers took this action

Racially diverse supply chains

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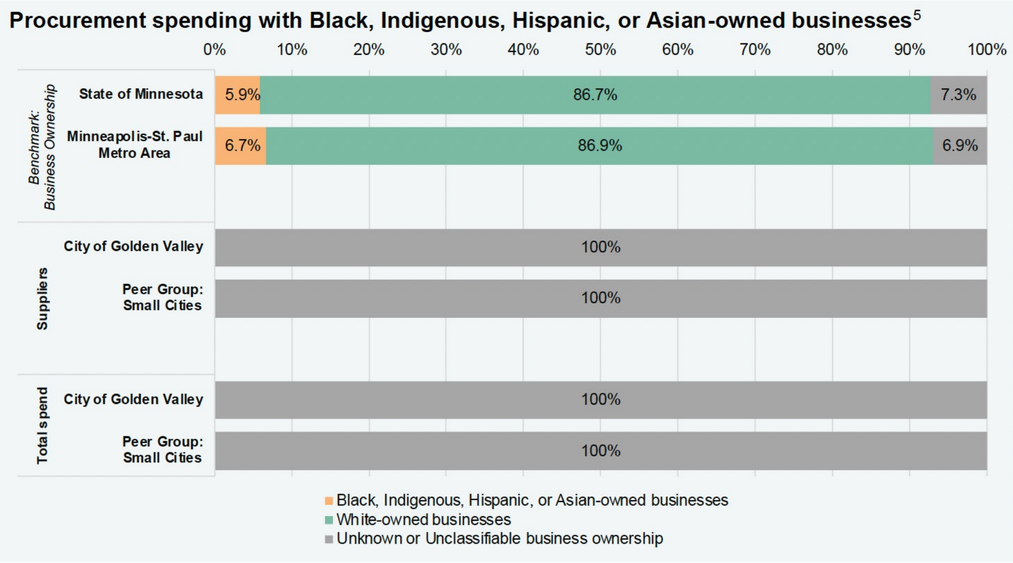
Opportunity 2:

Develop a strategy and set goals for increasing the racial diversity of suppliers to benefit from innovative ideas and build economic wealth for Black, Indigenous, Hispanic/Latine and Asian owned businesses.



PROCUREMENT

Your Score: 0 out of 7 *(peer average: 0.3)*

Yes | Somewhat | No | Not sure

Question	Your Answer	Peer Answers
Has your organization taken action to **reduce prohibitive barriers for suppliers**, including reducing the size of contracts, lowering annual revenue or bonding requirements, simplifying submittal processes, and shortening supplier payment terms to 15-30 days?		25% / 58% / 17%
Actions your organization has taken:		
We have taken action to reduce the size of our contracts to enable smaller suppliers, including ones led by Black, Indigenous, Hispanic, or Asian owners, to compete	✔	**25%** of peers took this action
We have taken action to lower our minimum threshold for suppliers' annual revenue	⊘	**8%** of peers took this action
We have taken action to adjust insurance requirements	✔	**17%** of peers took this action
We have taken action to simplify submittal processes for bids from suppliers	⊘	**42%** of peers took this action
We pay most or all of our suppliers on a monthly basis	⊘	**75%** of peers took this action
Does your organization have a **Minority Business Enterprise (MBE) procurement strategy** with measurable goals?		17% / 83%
Does your organization **regularly collect and share data** internally on the racial diversity of its suppliers?		100%

Inclusive workforce development

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Opportunity 3:

Survey past program participants about their job placement experiences, disaggregate results by race, and use this information to guide future partnerships and job placements.

WORKFORCE DEVELOPMENT

Your Score: 0 out of 3 *(peer average: 0.2)*

Yes | Somewhat | Somewhat less | No | Not sure

Question	Your Answer	Peer Answers
Do your workforce development programs **survey past program participants about their job placement experiences**, disaggregate results by race, and use this information to guide future partnerships and job placements?	No	25% / 25% / 50%
Actions your organization currently takes:		
Most or all of our workforce development programs survey past program participants about their job placement experiences	⊘	**25%** of peers took this action
Most or all of our workforce development programs disaggregate survey results by race	⊘	**50%** of peers took this action
We use survey results to guide future partnerships and job placements, across all or most of our workforce development programs	⊘	**50%** of peers took this action
Does your organization **follow a consistent process to facilitate partnerships between local workforce training partners and local businesses** to support training of Black, Indigenous, Hispanic/Latine, Asian, and other historically underrepresented communities for job opportunities?	Somewhat less	10% / 50% / 40%
Do your workforce development initiatives **prioritize placing participants into jobs that pay family-sustaining wages**? *Note: The Center for Economic Inclusion defines a family-sustaining wage for Minnesota based on the MIT Living Wage Calculator (in 2023, this is $24.98 per hour) but alternative family-sustaining wage definitions also exist.*	Somewhat	75% / 25%

Three opportunities to strengthen racial equity and inclusion



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3. **Inclusive workforce development.** Survey past program participants about their job placement experiences, disaggregate results by race, and use this information to guide future partnerships and job placements.

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City of Golden Valley 2024 - 2027 Equity Plan

DRAFT

city of golden valley

Summary

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Through a combination of reports, indexes, community input, and an evaluation of the previous Equity Plan, the current Equity Plan was updated and the following key focus areas were reidentified:

- Organizational Culture
- Operationalize Equity
- Workforce Engagement

The redevelopment of the Equity Plan is to better align current efforts related to diversity, equity, inclusion, and further build in anti-racism (DEI-AR) across the City as well as enhance our equity mindedness and foster an inclusive, equitable workplace.

The identified focus areas, outcomes, and actions outlined in this plan not only provide guidance but also set forth direction to create impact that allows the Golden Valley community to thrive.

Equity Plan Definitions

DRAFT

Below are definitions and descriptions of terms and acronyms used in the action plan:

Outcome: What is being set forth to accomplish related to each focus area.
Actions: Specific approach and/or initiative to implement to achieve the related objective.
Accountability: Who oversees, implements, and helps guide this action.
Stakeholders: Who should or needs to be in partnership with this action to ideate, collaborate, implement or more.
Connections: Frameworks, plans, or assessments that this particular action connects to

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Below are acronyms within the plan:

DEI-AR: Diversity, equity, inclusion, and antiracism
CBARMO: Continuum on Becoming an Anti-Racist and Multicultural Organization
EESR: Employee Equity Survey Report
EPIR: Equity Plan Implementation Report
REDI: Racial Equity Dividends Index

Equity Plan Definitions Continued

DRAFT

Below are definitions and descriptions of additional terms in the action plan:

Diversity: Range of human difference and complexity, whether shared or individual across thought, belief, experience, and identity (including, but not limited to race, ethnicity, gender, sexuality, class, language, physical ability/disability, religious/spiritual beliefs, and education)

Equity: Proactive and ongoing reinforcement of policies, projects, attitudes, and actions that distribute power, access, and opportunity and where outcomes are determined by how provided services are structured rather than identity or lived experience.

Inclusion: Actively empowering and brining individuals or groups to be participatory in projects, actions, and decision/policy making that shares power as well as honors nuance and authenticity.

Racism: The attitudes, beliefs, and systems that purposefully disadvantage and remove power based one based on one's skin color.

Anti-Racism: The active practice and action of identifying and opposing policies, behaviors, beliefs and practices that perpetuate racist ideas and actions at the individual, interpersonal, institutional, and structural levels.

DRAFT

Organizational Culture

Respect, encouragement, and empowerment are crucial to establishing an organizational culture that is equitable and inclusive. This comes from grounding the workplace in fundamental values and a foundational understanding of how diversity, equity, inclusion, and anti-racism are interwoven into how we engage with one another and across the City.

Outcomes	Actions	Timeline	Accountability and Stakeholders	Connections
Possess and advance a common understanding of diversity, equity, inclusion, and antiracism.	Provide accessible and applicable DEI-AR resources and tools		Accountability: Equity Team Stakeholder(s): Equity Advancement Team and IT	ESSR Recommendation(s): 5
	Establish and carry out DEI-AR common language and common understanding engagement.		Accountability: Equity Team and Management Team Stakeholder(s): Departmental leadership	CBARMO Pillar 4: Step 4 EESR Recommendation(s): 1.A & 1.B EPIR Recommendation(s): B.3
Implement a City structure that values diversity and intercultural engagement.	Increase and enhance the City's collective intercultural mindedness and skillset.		Accountability: Equity Team, Management Team, and departmental leadership Stakeholder(s): IDI qualified administrators	CBARMO Pillar 3: Step 4 EESR Recommendation(s): 6
	Enhance and expand awareness of City-wide policies, practices, and resources.		Accountability: HR Department and Management Team Stakeholder: City Attorney, Communications Department, Equity Advancement Team, and City Council	EESR Recommendation(s): 9

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Operationalize Equity

Systemic approaches to decision-making as well as program/process/policy development, implementation and evaluation are crucial to establishing equitable outcomes, improving results and eliminating disparities for those the City serves. Operationalizing equity in individual, departmental, and City work through the use of tools, frameworks, and lenses moves towards these goals and helps to establish stronger accountability, metrics, and standards.

Outcomes	Actions	Timeline	Accountability and Stakeholders	Connections
Equity tools are applied to processes, procedures, policies, projects, programs and initiatives.	Update and strengthen usage of City Equity Decision Making Tool.		Accountability: Equity and Inclusion Manager, City Attorney, and City Clerk Stakeholder(s): Management Team, Equity Advancement Team, and departmental leadership	CBARMO Pillar 4: Step 2 & 6 EESR Recommendation(s): 4 EPIR Recommendation (s): B.4
	Build and apply City Community Equity Participation Tool.		Accountability: Community Connection and Outreach Specialist Stakeholder(s): Departmental leadership	CBARMO Pillar 4: Step 2 & 6 EESR Recommendation(s): 10 EPIR Recommendation(s): A.2 REDI: Leadership Q7
Equity strategies and measures are identified and applied.	Departmental Equity Actions are identified and addressed.		Accountability: Equity and Inclusion Manager, Management Team, and departmental leadership Stakeholder(s): Departmental leadership and staff, City Council, City Commissions, and external partners Note: Each departmental Equity Action will have differing individuals for accountability and stakeholders	EESR Recommendation(s): 7 & 8 EPIR Recommendation(s): A.1, A.2, & A.3 REDI: Procurement Q1-7, Budget/Finance Q5, Community/Economic Development Q4, Housing/Transportation/Land Use Q4-7, Public Policy Q2-5
	Update and communicate City Equity Infrastructure.		Accountability: Equity Team Stakeholder: Communication Department, IT, Equity Advancement Team, DEI Commission, and City Council	CBARMO Pillar 4: Step 2, 5, & 7 EESR Recommendation(s): 5 & 7 EPIR Recommendation(s): A.4 & B.1 REDI: Procurement Q1-7, Budget/Finance Q5, Community/Economic Development Q4

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Workforce Engagement

Continued engagement at developing and strengthening equity mindedness through professional development that creates long-term success for the entire City, fosters a more dynamic and critical skillset of each employee, and upholds unbiased services. Couple this with a focus on supporting the careers of employees helps to build out a workforce that is empowered, valued, and feels a sense of belonging.

Outcomes	Actions	Timeline	Accountability and Stakeholders	Connections
Enhance employee engagement methods.	Develop and implement City Employee Impression Strategy		Accountability: Human Resources Specialist, Equity and Inclusion Manager, Management Team, and departmental leadership Stakeholder: HR Department, Administrative Services, Communications Department, and external partners	CBARMO Pillar 3: Step 3 & Pillar 4: Step 8 EESR Recommendation(s): 3 REDI: Leadership Q12, Hiring Q5-7, Culture/Retention/Advancement Q6
	Communicate and facilitate employee engagement opportunities focused on DEI-AR and intersectional topics		Accountability: Equity Team and Equity Advancement Team Stakeholder: Management Team, departmental leadership, IT, Wellness Committee, and external partners	CBARMO Pillar 3: Step 4 & Pillar 4: Step 3 and 4 EESR Recommendation(s): 2.A & 2.B
Strengthen professional development opportunities.	Create, implement, and assess DEIA-AR curriculum.		Accountability: Equity Team and Equity Advancement Team Stakeholder: Management Team, departmental leadership, IT, Wellness Committee, and external partners	CBARMO Pillar 3: Step 4 & Pillar 4: Step 3 and 4 EESR Recommendation(s): 2.A & 2.B
	Develop and execute Workforce Equity Advancement Strategy		Accountability: HR Department, Management Team, and departmental leadership Stakeholder: Equity Advancement Team and Administrative Services	CBARMO Pillar 4: Step 7 and 8 EESR Recommendation(s): 3 REDI: Hiring Q7, Culture/Retention/Advancement Q2/7/10, Workforce Development Q

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Progress Tracking

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Progress Tracking

- To provide better transparency regarding the Equity Plan, progress tracking for all (City employees and community) is vital. This will occur via an ArcGIS online dashboard with updates made quarterly.

Bi-Annual Communication

- In bettering the implementation of the Equity Plan, it was named in recommendations to have “consistent, continuous, and clear communication”. Therefore, bi-annual communication will be provided in the following manner:
  - Internal Email Communication
  - DEI Commission Meetings
  - Management Team Meetings