



**City of
McMinnville**

ADMINISTRATION

Diversity, Equity & Inclusion

Advisory Committee

DEI Committee Membership

Name	Term Expires	Role
Christine Bader	12/31/2024	Chair
Tiffany Henness	12/31/2024	Vice Chair
Cecilia Flores	12/31/2023	Youth Liaison
Remy Drabkin	12/31/2023	City Council Liaison
Maged Abo-Hebeish	12/31/2022	
Efrain Arredondo	12/31/2024	
Tony Lai	12/31/2024	
Larry Miller	12/31/2023	
Sarah Schwartz	12/31/2022	

Activity to Date

- First monthly meeting March 2021 (2nd Thurs., 4:30-6pm)
- So far, we've:
 - Spent time getting to know each other
 - Shared updates from around the community
 - Heard from one department head at each meeting (so far: Legal, Library, Police, Planning)
 - Begun research on DEI resources and other cities' activities
 - Brainstormed ideas for possible work plan items
 - Formed three subcommittees and initial work plan

Initial Findings

- **No one-size-fits-all approach to DEI**
- **That said, local government DEI work falls into two broad categories:**
 1. **Inward-facing: Examining City department policies and practices with a DEI lens, namely:**
 - **human resources**
 - **procurement**
 - **service delivery**
 - **public engagement**
 2. **Outward-facing: Proactively reaching out to historically underserved and underrepresented communities.**

Three DEIAC Subcommittees

- 1. Government-facing**
- 2. Community outreach**
- 3. DEI Resources**

A Few Notes on the Work Plan

- **Actions are mapped to:**
 - City Council Ordinance establishing DEIAC
 - MacTown 2032's Engagement & Inclusion Objectives
- **Time frame:**
 - Short term: 3-6 months
 - Medium term: 6-12 months
 - Long term: 12+ months.
- **This is ambitious!!!**
- **Some overlap between subcommittees' work**
- **No budget implications included**

Government-Facing

Goal	Strategy
G1	Collaborate with City departments to identify how DEI can support their mission and goals.
G2	Support City departments in conducting DEI assessments.
G3	Support incorporation of DEI into City budgeting process.
G4	Stay abreast of City Council business to provide a DEI as issues and opportunities arise.
G5	Assess diversity in City workforce, contractors, and on Boards and commissions.

Community Outreach

Goal	Strategy
C1	Proactive outreach to underrepresented communities
C2	Ensure accessibility and inclusivity of City's physical spaces beyond code compliance.
C3	Develop plans to increase diversity in all areas of city leadership.
C4	Collaborate with Library

DEI Resources

Goal	Strategy
R1	Identify appropriate opportunities to educate and equip City Council and staff.
R2	Help the City better understand the current make-up of McMinnville's diverse groups and their various needs by developing presentation materials for City website and elsewhere.
R3	Promote public awareness and appreciation of McMinnville/Oregon's diverse histories and cultures.

Feedback?

Appendix

2014

Protocol for Culturally Responsive Organizations

Ann Curry-Stevens, Marie-Elena Reyes &
Coalition of Communities of Color

12 of 14



**City of
McMinnville**

Protocol for Culturally Responsive Organizations

1. Organizational Commitment, Leadership & Governance
2. Racial Equity Policies and Implementation Practice
3. Organizational Climate, Culture and Communications
4. Service-Based Equity & Relevance
5. Service User Voice and Influence
6. Workforce Composition and Quality
7. Community Collaboration
8. Resource Allocation and Contracting Practices
9. Data Metrics and Continuous Quality Improvement

Protocol for Culturally Responsive Organizations

1. An ability to document a narrative about how the organization attains racial equity.	<div>0 1 2 3 4 5</div>
2. Public statement, signed by executive leadership that reflects the commitment to racial equity.	<div>0 1 2 3 4 5</div>
3. Mission statement that incorporates racial equity.	<div>0 1 2 3 4 5</div>
4. Budgeting practices that are performance-based, and tied to equity investments so that racial equity can be achieved.	<div>0 1 2 3 4 5</div>
5. Organizational structure formalizes community roles in assessing equity achievements and needed improvements, ideally by an ongoing body such as a Community Advisory Board.	<div>0 1 2 3 4 5</div>

- 0

 Not yet thinking about this
- 1

 Thinking about this
- 2

 We are assessing this feature in our work
- 3

 We have an initial improvement effort underway
- 4

 Benefits are in evidence from implementing this approach/element
- 5

 This is entrenched across the organization