

## Community Equity and Inclusion Committee (CEIC) Meeting Notes: January 7th, 2020

Attendees: Connie Ashbrook, Katrina Cloud, Jen Grey O'Connor, Gil Carreon, Art Cortez, Kelly Haines, Janice Mason, Tom Pearson, Maurice Rahming, Sydney Schilling, Jerome Henry. Staff; Judith Mowery OEHR, Lilly Copenagle Consultant, Gennie Nguyen Paula Wendorf, Cathleen Massier and Cathy Sherick, Jon Johnson, Elizabeth Pape.

The group introduced themselves and brought everyone up to date on their organization and or New Year's resolution or both.

### General items/ housekeeping:

- Project team lead. Each project will have one person who will work with compliance.
- There are two vacancies on the committee. Katrina Cloud has provided an application and would like to be seated on the committee. It is anticipated that we will work through additional vacancies periodically.
- Meetings will continue to be a Worksystems for the foreseeable future, and we will have a consistent catering system to provide lunch.
- Shared standard agenda for Project Meetings and asked for any suggestions.
- Meetings will be first Tuesday of the month – 11 a.m. to 2 p.m.

Feb 4	March 3	April 7 <sup>th</sup>	May 5 <sup>th</sup>
June 2 <sup>nd</sup>	July 7 <sup>th</sup>	Aug 4 <sup>th</sup>	Sept 1 <sup>st</sup>
Oct 6 <sup>th</sup>	Nov 3 <sup>rd</sup>	Dec. 1 <sup>st</sup>	Jan 5 <sup>th</sup> , 2021

### Reviewed the By-laws changes agreed on by the group:

- Staggered terms of two and three years. With one half of the group on two and the other on three.
- Members who are interested in service beyond 8 years will need to sit out one term of two years. Language will be included in the by-laws. *Should a member be a part of a project review team and it is at a critical milestone, the member may remain on the CEIC until the conclusion of the project. A memo would go to the CAO to continue the seat and have no replacement of the seat during this time.*
- Consensus decision making with the use of Roberts Rules of Order if warranted.
- Quorum – will add the term 'voting members'
- Voting – will add the term 'filled' before seats.
- Amendments to the By-laws: Will add – "can be amended one time per year".

Judith Mowry and Art Cortez offered to meet to discuss the use of a 'panel' model of committee governance that Art is familiar with, and report back to the group.

Copies will go to everyone with changes in place, for review. Final vote at the next meeting.

**Data and Reporting** on the work of the CEIC, paper copy of some of the data choices was distributed.

Lily asked the group what their mission was. While the group understands their charge, there were no responses as there is currently not a formalized mission statement. It is was stated that "it was important to have City Contractors contribute to equity" and the committee is a means to that end.

#### NOTE

After a long discussion with compliance staff and the City Attorney, the **Procurement staff will be** looking at making the following changes to the CEIP:

- 1) Page 14 under Goals for the Community Workforce Recruitment will change to \$100k threshold.
- 2) Page 18 under section 5 the City will add language to instruct contractors to submit certified payroll to LCP Tracker. We will track this information.
- 3) Exhibit A page 2 under Community Apprenticeship Requirements that dollar threshold will be changed to \$300k.
- 4) Exhibit A page 3 under Community Workforce Goals the information will read something similar to "For contracts at any tier of \$300k or more, the aspirational goals for workforce diversity as set forth below in section A & B will apply. For Contracts at \$100k up to \$300K, the aspirational goals for workforce diversity as set forth in section B will apply.
- 5) Language will be added to instruct contractors to submit Subcontractors to the CCRS as part of the process for getting data set up and ready for subcontractor payment and utilization information.

An update and revised CEIP will then be submitted to you and the committee before the next monthly meeting.

The group provided a list of data points that were of interest and had a short discussion with Lily some of the ideas included:

- Getting to higher numbers of contractors, contracts and work.
- Evaluation at every level, so that the City my lead by example.
- Help to lead the upward utilization of apprentices and MWESB Contractors.
- Learning and developing best practices for this work.
- Data will get to success stories.
- Need to track numbers of hours on projects and disaggregate from there.
- Ability to use hours, subs and contracts to determine economic outcomes for individuals and the community.
- Learning why people leave the training, the industry.
- Ability to determine which actions the city must take to continue to achieve.
- What are the positive ways we can reinforce construction equity work – could it be tax breaks?

Request for an update on the **Sullivan's Crossing** project: A meeting of that team will be scheduled for the end of January. Currently compliance staff is working with the contractor on alternative solutions for the iron-worker apprentice needs, a one-page prospectus for an iron worker training program is being developed. The remaining hour of the meeting was the Corrosion Control Project: See project notes.

Next meeting: **Tuesday February 4<sup>th</sup>. 11:00 to 2:00 / Corrosion Control Project Mtg from 1 to 2 p.m.**