

working for clean rivers



EQUITY PLAN IMPLEMENTATION

Victor Cato | Equity and Inclusion Manager
City of Portland Environmental Services

May 8, 2018



ENVIRONMENTAL SERVICES
CITY OF PORTLAND

NICK FISH, COMMISSIONER
MICHAEL JORDAN, DIRECTOR



Presentation Overview

- Vision and Background
- Equity Plan Oversight and Management
- Equity Plan Overview
- Areas of Success
- Priorities for Upcoming Year



Committee for Equity and Diversity (CED) Vision

All Portlanders deserve access to a healthy and safe environment. Access to Bureau services is not limited by a person's race, gender, sexual orientation, disability, age, income, where you were born or where you live. We promote equity in our community, in our business practices, and within our Bureau.



Background

- Plan adopted in Fall 2016
- Based on needs and priorities identified in internal survey of staff conducted in Spring 2016
- Fulltime Equity and Inclusion Manager in January 2018



Committee for Equity and Diversity (CED)

MISSION

- Promotes an intentionally inclusive culture, where the Bureau's work does not unduly burden or benefit one group over another.
- Supports and advances the City and BES Equity Goals and Strategies to achieve equity in our workplace, with our partners, and in the community.
- Advises the Bureau Leadership Team on equity-related issues; seeking opportunities and solutions to challenge.



Committee for Equity and Diversity (CED)

EXPECTED OUTCOMES

- Advances Equity Literacy so workforce has increased understanding of the City's Equity Goals and Strategies, institutionalized racism and its impacts, historical and present day causes of racial disparities.
- Provides the bureau Leadership Team and Director with information, strategies, tools and advice to make progress on bureau equity.
- Strengthen collaboration between BLT, CED, and workforce to increase equity and inclusion in the Bureau.



Committee for Equity and Diversity (CED)



Employee
Engagement

- **Employee Engagement** – coordinate activities such as the Book Club and Lunch and Learn Series



Professional
Learning

- **Professional Learning** – coordinate professional development opportunities



Systems and
Procedures

- **Systems and Procedures** – coordinate internal operations for CED



Recruitment and
Retention

- **Recruitment and Retention** – coordinate activities with HR related to recruitment and retention; core team for hiring panels



Deputy Director's Office

- Office focused on bureau-wide Communication, Strategy, Innovation and Performance
- DEI Program housed within the Director's Office
- Coordination and measurement of the Bureau's progress in equity and diversity initiatives



Equity Plan Overview



GOAL 1 *Equity Literacy*

Each BES employee understands his or her role in equity



GOAL 2 *Equitable Service Delivery and Business Practices*

Portlanders share the benefits and burdens of BES work equitably



GOAL 3 *Workforce Equity*

A diverse BES staff reflects the demographics of the region



EP – GOAL 1 *Equity Literacy*

SKILL BUILDING

Actions

Support the current CED budget to provide equity focus groups, tracking measures, trainings, and other opportunities.

Management commits to working with Committee for Equity and Diversity to effectively implement the Bureau's Equity Work Plan.

FY 17-19 Accomplishments

- A \$10,000 budget was established for the Committee for Equity and Diversity.
- The Equity Plan was introduced at BES Management Team Meeting.
- All managers have introduced their teams to the Equity Plan.
- BLT engages monthly on the Equity Plan implementation: updates are provided to and from BLT on progress, and input is provided to and from BLT on direction.
- All managers include a disability or racial equity item at regular team meetings.



EP – GOAL 1 *Equity Literacy*

ACCOUNTABILITY

Actions

Publish an annual bureau-wide Equity and Diversity Report that clearly conveys our equity and diversity goals, and tracks equity metrics and challenges.

Create an equity database to track metrics in this plan and other equity information.

FY 17-19 Accomplishments

- A BES Equity and Diversity Report will be published in late June, outlining progress and metrics.
- An equity database is created. SmartSheets selected for project management tool.
- The database is used regularly to track the metrics in this report.



EP – GOAL 2 *Equitable Service Delivery*

PURCHASING

Action

Work with Procurement to develop improved reporting processes for MWESB utilization.



FY 17-18 Accomplishments

- Equity Manager assigned oversight of Social Equity in contracting efforts. Provides technical assistance to Procurement and Construction Management Staff.
- Deputy Director has engaged with Procurement around increased access to MWESB utilization data.
- Change Implementation Manager is guiding development of performance metrics for Social Equity in Contracting efforts.



EP – GOAL 2 *Equitable Service Delivery*

IMPACT ON COMMUNITIES

Action

Increase public involvement interactions with the disabled and communities of color.

Equity Specialist and/or senior bureau leadership meets regularly with organizations that support and represent historically underserved communities, to request input on BES programs and policies.

FY 17-19 Accomplishments

- The new Strategic Plan addresses opportunities to track data for service delivery.
- BES attends or staffs culturally specific or disability focused events regularly
- Communications Request form has been updated to include options for translation and targeted outreach.
- Equity Specialist and Senior Bureau Leadership have attended in excess of the required 10 meetings and events with community organizations or representatives each year.
- Issued over \$61K in CBO Microgrants through the Portland Harbor Superfund Cleanup



EP – GOAL 3 *Workforce Equity*

HIRING

Actions

Train management on how to address disability and racial equity and diversity in recruitment and hiring.

Partner with regional high schools and colleges to expand internships and other learning opportunities for student populations underrepresented at the bureau.

FY 17-19 Accomplishments

- HR developed and released new packet for Hiring Managers that focuses on targeted outreach.
- One equity-based question is required in all hiring interviews.
- A secondary and postsecondary internship program has been developed for students from disadvantaged communities.
- Bureau Leadership and HR has engaged in topics on building more career pathways and entry-level opportunities as vacancies become available.



EP – GOAL 3 *Workforce Equity*

RETENTION AND PROMOTION

Actions

Utilize tools to train staff on equity literacy, diversity, respectful communication, acknowledging individuals' contributions and workstyle in order to create a supportive work environment and inclusive workforce.

Network and partner with other agencies and bureaus to learn best practices to recruit, develop and retain people of color and persons with disabilities.

Improve onboarding to create an inclusive workplace for staff.

FY 17-19 Accomplishments

- Curated series of professional learning opportunities will be released in Fall 2018.
- Staff are alerted of upcoming learning opportunities through bureau-wide communication at least once per month.
- Exit interviews, either online or in person, have been instituted HR.
- Partnership with BHR to conduct more targeted recruitment and national searches including communications with historically black colleges and other local and national diverse institutions.
- An orientation is conducted for all new employees to the Bureau's strategic plan, Equity Plan, and affinity groups.



Highlights – Areas of Success

- Committee for Equity and Diversity Reorganization
- Bureau-wide Metric Development Efforts
- Education and Internship Programs
- Management Sponsorship of Equity Efforts



FY18-19 Strategic Priorities

- Development of Bureau-wide Equity Lens
- Curated Series of Professional Development for employees at all levels
- Employee Performance Review
- Refined outreach and public involvement





Victor Cato

Equity and Inclusion Manager

- victor.cato@portlandoregon.gov
- (503) 823-2934