

CITY OF AUBURN

INCLUSIVE AUBURN – DEI CONSULTING

STATUS UPDATE 04.25.22

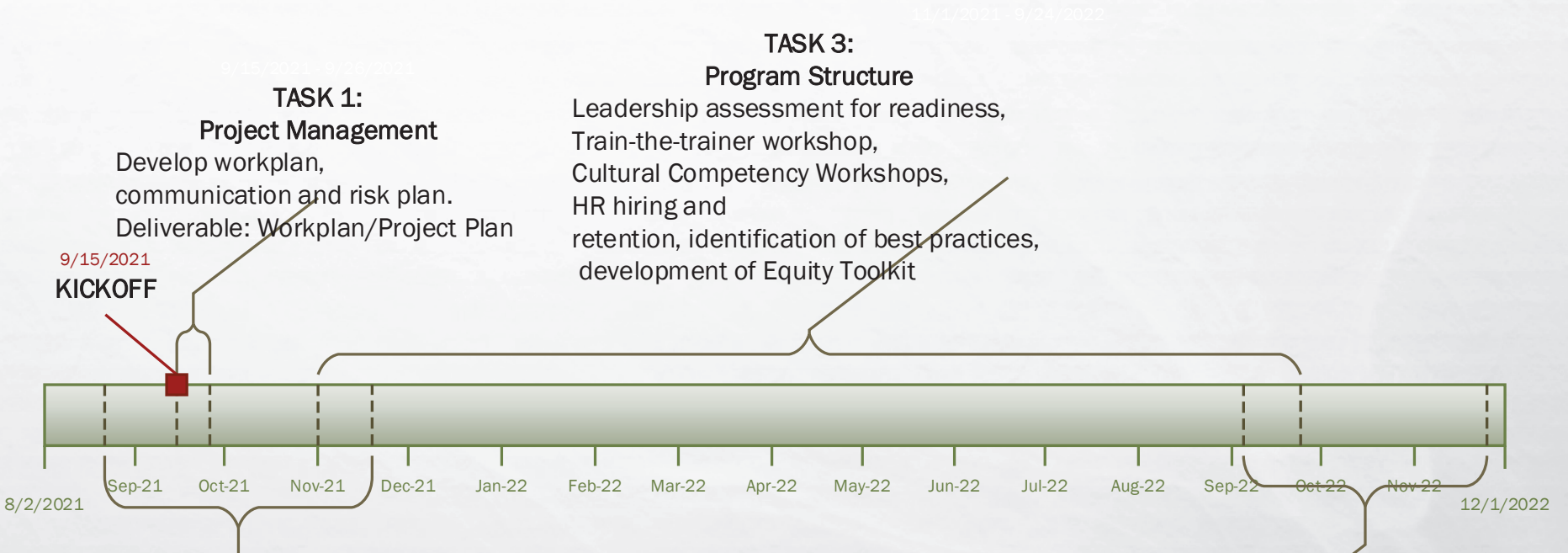


THE SCOPE OF WORK

Address and further the work of DEI in alignment with the City of Auburn's Mission, Vision, Core Values, and Resolution 5427

- ✓ **Gap Analysis/Audit**
- ✓ **Provide skills building that supports inclusive and equitable practices that are relevant to the operations of each workgroup**
- **Accountability measures that promote a safe and respectful workplace**
- **Recommendations for next steps**

TIMELINE



9/15/2021 - 9/26/2021

TASK 1: Project Management

Develop workplan,
communication and risk plan.
Deliverable: Workplan/Project Plan

9/15/2021
KICKOFF

11/1/2021 - 9/24/2022

TASK 3: Program Structure

Leadership assessment for readiness,
Train-the-trainer workshop,
Cultural Competency Workshops,
HR hiring and retention, identification of best practices,
development of Equity Toolkit

8/22/2021 - 11/19/2021

TASK 2:

Equity Audit and Policy Review

Policy Review, review of DEI program
And practices, gap analysis,
Survey and Results
Deliverable: Thematic Analysis

9/5/2022 - 11/25/2022

TASK 4: Final Report

Review of all deliverables, launch toolkit,
and Policy final approvals,
and Final Report/Presentation

DELIVERABLES: TASK I Project Management and Communication

- Detailed workplan: includes risk management, communication/coordination agreements, and operational content formats/standards.
- Status reports, workplan updates, billing



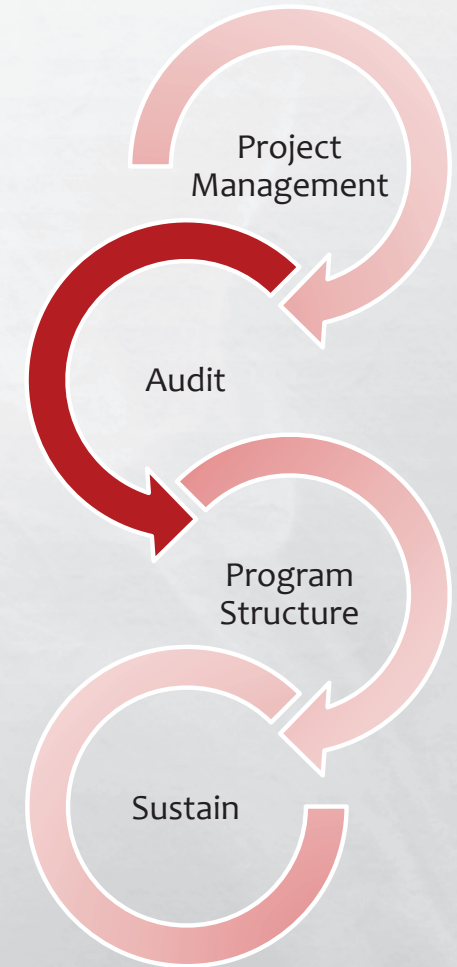
DELIVERABLES: TASK 2 Equity Audit and Policy / Process Review

- ✓ Relating demographic profiles to service levels
- ✓ Audit of policies
- ✓ City staff survey and interviews
- ✓ Key Community Partner Interviews
- ✓ Thematic of Survey and Outreach



EQUITY AUDIT AND POLICY REVIEW: FINDING AND RECOMMENDATIONS

- Leadership
- Key findings
- Policy



DELIVERABLES: TASK ELEMENT 3 Program Structure

- ✓ Pre-assessment Readiness with Leadership (Directors, Managers, and Supervisors)
- Train the Trainer and champions of the program
- Cultural Competency skills-building and employee engagement
- Identifying and Recommending Best Practices
- Developing and implementing an Equity Impact Toolkit

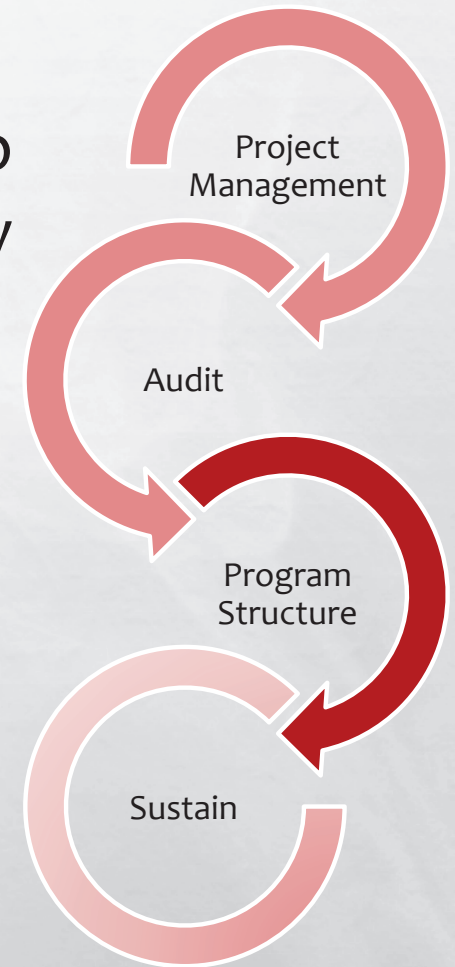
PROGRAM STRUCTURE

Status and Outcomes

- ✓ DEI Advisory Team Charter and Roadmap
- ✓ DEI Workshops: HR, Admin, and Advisory Team
 - Develop Racial Equity Toolkit

Next Steps

- 3 Achievable Goals / Define DEI, Community Engagement, Accountability
- Pilot Racial Equity Toolkit



Advisory Team / Top 3 Expectations

- ✓ DEI Advisory Team Building
- ✓ Roadmap
- ✓ Top 3 Expectations for the DEI Advisory Team in 2022
 - Define DEI for the City of Auburn
 - Community Engagement
 - Racial Equity Toolkit

- HUMAN RESOURCES - Alex Righero
- FINANCE - Dayla Walker
- MAYOR'S OFFICE – Antoinette Manthey
- ADMINISTRATION – Bridget Dohse
- IT - Jagdeep Singh & Melissa Bailey
- PUBLIC WORKS - Cecile Malik & Tom Ginsburg
- MAINTENANCE & OPERATIONS – Dylan Warren
- SENIOR CENTER – Megan Mummert
- WHITE RIVER VALLEY MUSEUM- Justice McNeeley
- PARKS – Keisha Taylor
- PLANNING & COMMUNITY DEVELOPMENT – Thaniel Gouk & Chris Barack
- LEGAL – Megan Stockdale POLICE – Cristian Adams, CeCe Lee, Jesse Hull

Executive Sponsors: Candis Martinson, HR Director & Dana Hinman, Director of Administration

Overview of the Racial Equity Toolkit

- Overview
- Case studies
- Pilot

UPCOMING: TASK 4 Final Tasks and Report

- Engage with Council
- DEI Strategic Plan
- Audit Findings and Recommendation
- Toolkit Launch before the end of 2022
- Approve revised/recommended policies
- Final Report



Questions?

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