

Agenda
Race and Equity Institutions Working Group
City of Edina, Minnesota
Braemar Golf Course, Harry Cooper Lounge

Tuesday, July 11, 2017
6:00 PM

- I. Call To Order
- II. Attendance
- III. Approval Of Meeting Agenda
- IV. Approval Of Meeting Minutes
 - a. Minutes: June 13, 2017
- V. Discussion Items
 - a. Institutions Work Plan
- VI. Adjournment

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CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

www.edinamn.gov

Date: July 11, 2017

Agenda Item #: IV.a.

To: Members

Item Type:

Minutes

From: Amy Smith, Business Manager

Item Activity:

Action

Subject: Minutes: June 13, 2017

ACTION REQUESTED:

Approval of Meeting Minutes

INTRODUCTION:

ATTACHMENTS:

Minutes: June 13, 2017



Minutes
City Of Edina, Minnesota
Race and Equity Institutions Working Group
Braemar Golf Course, Cooper Lounge
June 13, 2017 6:00 PM

I. Call To Order

Meeting called to order at 6:07 p.m. by Chair Puram

II. Attendance

Members in attendance were Chair Puram, Co-Chair Rehm, Members Arseneault, Bass, Brown, Cooper, Fox

Staff Present: Business Manager Amy Smith, Project Coordinator MJ Lamon

III. Approval Of Meeting Agenda

Motion by Bass to approve the June 13, 2017 meeting agenda. Motion seconded by Arseneault. Motion carried.

IV. Approval Of (Amended) Meeting Minutes

Motion by Fox to approve the May 9, 2017 amended meeting minutes. Motion seconded Bass. Motion carried.

Member Cooper arrived at 6:18 p.m.

V. Introduction: Alex Clark from Citizens League

- Clark spoke to how the working groups will shape and guide this process
- The Task Force and Working Groups will create a framework of action and a project plan/calendar
- The project proposal was passed out

VI. Discussion Items

A. Work Plan Development

- Group went through each item on the inventory list to determine where they fit relevant to the three themes (Representation, Outreach, Process/Policy/Practices)
- Group discussed the initial list of 15 inventory items to decide if any of them should be combined
- Group discussed whether or not to ADD or DELETE anything from the inventory list
- Items #1-#4 (hiring practices, comp & benefits, performance measurements, break times) were combined
- Item #8 (sustainability) was removed
- Discussion on #9 (investments) group determined to keep investments separate from budget and to ADD two items to the list: budget and large infrastructure projects

- Group ADDED data/analytics/reporting practices to the inventory list
- RFP's was ADDED to the inventory list
- Item #10 (investigations) may belong more to the Services Working Group but the hiring component could remain with Institutions
- #11 (council relations) during the conversation it was decided to ADD planning/zoning to the list
- Item #14 (private home deed of ownership) referenced language that was racist in an abstract and group DELETED this from the list because it cannot be changed
- Item #15 (cross cultural communication) will be moved up to the city as an employer item
- Chair Puram will review revisions and (re)categorize inventory items
- Group will vote on top three at next meeting

VII. Adjournment

Motion by Chair Puram to adjourn the meeting at 7:49 p.m. Motion seconded by __Co-Chair Rehm. Motion carried.



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Date: July 11, 2017

Agenda Item #: V.a.

To: Members

Item Type:

Other

From: Amy Smith, Business Manager

Item Activity:

Subject: Institutions Work Plan

Action, Discussion

ACTION REQUESTED:

Motion to approve top three work plan priorities.

INTRODUCTION:

Institutions Working Group will discuss their work plan with intent to vote on their three primary priorities.

ATTACHMENTS:

Updated Inventory List June 22

High Level Grouping	Inventory Item
City operations as an employer	hiring process, hiring practice and recruiting
	Comp and benefits
	Performance measurements
	Break times
	cross-cultural communication / Internal Training Survey
Spend / invest money	out to the community - what do they communicate?
	Budget development (CIP)
	scope of CIP)
Public Relations	through investments including stock market, interest
	Planning / Zoning
	External communications
Public Engagment	Council relations
	Survey (public)- for example quality of life
Internal Processes	Board and Commissions
	Neighborhood associations
	Strategic planning
	RFP Process
	Accountability / Continuous Process improvements
Internal Processes	Data Collection / Analytics / reporting
	Services donated to the city
Removed from the inventory list	
	Sustainability, strategy, measurement
	Private Home deeds of ownership in Edina (new item)

Description	Representation	Outreach
	X	X
MJ: This is how we do performance measurements on City staff. Ie.		
they work or provide services to people with different backgrounds		
Internal employee satisfaction		
internal employee investigations or the police investigations? What type? MJ: This was referring to the investigat		
Capital improvement plans (GT \$20,000, LT \$???)		X
Bridge replacements, neighbour development etc		X
MJ: Don't focus just on the type but how we determine what investments		X
Affordable housing		X
Public relations		X
Outreach / Process		X
Presented to council on July 18. Survey done every 2 years.	X	X
	X	X
They don't get paid, receive free services such rental space	X	X
Community engagement / involvement / communication		X
		X
	X	X
How are these tracked and managed		
MJ: This is in relation to how we decide to make sustainable changes		
from Facilities working group)		

Process /policy/ practices

- X
- X
- X
- X
- X
- X
- X
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- X
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- X
- X
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- X
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