



Diversity, Equity, Inclusion & Accessibility Committee's Two-Year Work Plan

Adopted August 23, 2023

Goal 1: Assist the LOC Board of Directors as it leads by example in its support of and commitment to diversity, equity, inclusion, and its adopted Equity Lens.

Committee Members Assigned to Work Towards Goal

1. Kristy Kottkey
2. John Walsh

Initiatives to Support Goal 1 (Committee's Initiative in plain text, staff's recommended steps for achievement in italics):

1. Board members who are comfortable doing so are asked to share their personal (or their city's) experience with diversity, equity, and inclusion with the Board of Directors, their own city council, and neighboring city councils.
2. Applications for people interested in serving on the Board of Directors will be updated to reflect the LOC's commitment to diversity, equity, inclusion, and accessibility as well as its hope that Board members joining the organization share the same commitment.
3. Assist the administration in identifying opportunities for Board members to gain a better understanding of topics related to diversity, equity, inclusion, and accessibility preferably at each meeting of the Board.
4. Include a standing column in the *Local Focus* for Board members to write about the importance of diversity, equity, inclusion, and accessibility what it means to them, how it impacts them or their cities, etc.
5. A future edition of the *Local Focus* should include articles about the work being done by the DEIA Committee, Board of Directors, and administration related to their support of the LOC Equity Lens.
6. When a welcome packet is distributed to newly elected officials, the packet should contain archived columns written by Board members regarding the importance of diversity, equity, inclusion, and accessibility.

Goal 2: Create spaces, both virtually and in-person, for people who are interested in or supportive of work related to diversity, equity, inclusion, and accessibility to find necessary resources and professional networks.

Committee Members Assigned to Work Towards Goal

1. Chalice Savage
2. Roberto Escobedo

Initiatives to Support Goal 2 (Committee's Initiative in plain text, staff's recommended steps for achievement in italics):

1. Identify and collate a list of cities in Oregon who have adopted an equity lens, created a DEIA Committee, or who have enacted initiatives or programs that support work related to diversity, equity, inclusion, and accessibility. The generated lists will be housed on the LOC website.
2. Continue working with and supporting identified caucuses, including directing members to those caucuses when resources related to diversity, equity, inclusion, and accessibility are requested.
3. Provide space at major LOC functions, like conferences, for underserved or underrepresented groups, including allies thereof, to convene and network. This is not intended to be limited to recognized caucuses but is to allow for other groups who may not be ready to create a caucus to still come together.

Goal 3: Conduct an annual review and assessment of the LOC Equity Lens.

Committee Members Assigned to Work Towards Goal

1. Amanda Fritz

Initiatives to Support Goal 3 (Committee's Initiative in plain text, staff's recommended steps for achievement in italics):

1. Conduct a comprehensive review of the Equity Lens to ensure it still meets the needs of the organization. The DEIA Committee has initially identified the need to review the list of underrepresented groups (familial status is missing) and wishes to reexamine the viability and practicality of some of the external policy goals contained within the Lens.
2. Every year, conduct an assessment or audit of the LOC's work in the field of diversity, equity, inclusion, and accessibility, paying particular attention to the organization's ability to live by its Equity Lens and meet the objectives contained therein.

Goal 4: Create toolkits that help facilitate cities' abilities to create programs, processes, and functions in support of diversity, equity, inclusion, and accessibility.

Committee Members Assigned to Work Towards Goal

1. Kitty Mackin
2. Catherine Biscoe

Initiatives in Support of Goal 4 (Committee's Initiative in plain text, staff's recommended steps for achievement in italics):

1. Create a written resource (FAQ, guide, or white paper) that explains what diversity, equity, inclusion, and accessibility means. If third-party sources already exist that meet this initiative, referencing them, with required attribution provided, may be acceptable.
2. Create a written resource (FAQ, guide, or white paper) that explains the history of diversity, equity, inclusion, and accessibility work within Oregon and its cities. If third-party sources already exist that meet this initiative, referencing them, with required attribution provided, may be acceptable.
3. Create a guidebook on how cities can begin to work on diversity, equity, inclusion, and accessibility and how it can be incorporated into their processes, programs, and functions. If third-party sources already exist that meet this initiative, referencing them, with required attribution provided, may be acceptable.
4. Create a contact list of people who work within the diversity, equity, inclusion, and accessibility realm that may be able to serve as resources for cities in this area.