



Department Source: City Manager

To: City Council

From: City Manager & Staff

Council Meeting Date: June 21, 2022

Re: Diversity, Equity and Inclusion Officer Update

Executive Summary

The City of Columbia contracted with GovHRUSA, LLC in March 2022 to recruit its first DEI (Diversity, Equity, and Inclusion) Officer. After speaking with 13 internal and external stakeholders identified by the City, the GovHR consultant concluded that the City should undertake some critical first steps before onboarding a DEI leader in order to allow the effort to be successful. Recommendations regarding those steps are outlined below.

Discussion

Goals and Accountability

Prioritizing the following outcomes will put the City on the path toward its vision of becoming an equitable and inclusive organization and community:

1. Establish a leadership-driven culture and climate of equity, inclusion, and belonging within the city workforce and the formal adoption by Council of the definition of equity and the incorporation into City culture of equity as outlined in the strategic plan.
2. Lay the groundwork for an effective diversity, equity and inclusion function at the city.
3. Begin rebuilding public trust and credibility in the City's commitment to equitable policies and practices.

Recommended actions include setting goals with specific steps toward meeting those goals.

For example, the consultant recommends that we identify a DEI Analyst/Internal Consultant to perform the work. An individual from the City's Project Management Office in the IT department has been selected to perform this data analytic work. The DEI analyst will performing the following tasks:

- Put in place DEI infrastructure (e.g., research, planning, policy review, data collection, analysis, documentation, reporting, etc.)
- Compile all past findings, feedback, survey results, reports, and recommendations regarding equity and inclusion and/or organizational improvements to determine what has been accomplished, what is in process, and what has yet to be addressed.
- Flesh out existing strategic plan objectives into a more detailed DEI strategic plan



City of Columbia

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- Evaluate current data collection practices and make recommendations for changes or improvement to support DEI strategic plan
- Conduct stakeholder analysis to inform all aspects of DEI effort and ensure thorough engagement
- Begin policy review and analysis through an equity lens to identify policies and practices that may be contributing to inequity.

Once the city has been able to lay the appropriate groundwork, staff will resume the process for hiring the Diversity, Equity and Inclusion Officer. Staff anticipated this process to take approximately 3-6 months.

Fiscal Impact

Short-Term Impact:
Long-Term Impact:

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Inclusive Community, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Comprehensive Plan Impacts:

Primary Impact: Primary, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Legislative History

Date	Action

Suggested Council Action

Information only.