

Racial Equity Work Plan

ACCOUNTABILITY & DATA COLLECTION			
GOAL:	TARGET	STATUS	PROGRESS
Hire a full-time Race and Equity coordinator, whose accountabilities include oversight of the Racial Equity Implementation Plan (work plan), monitoring, assessing and evaluating progress toward goals.	2019 - Q1	Complete	Race and Equity Coordinator started on March 18, 2019.
Racial Equity goals and metrics from the Racial Equity Implementation Plan will be incorporated into department work plans and employee performance reviews.	2019 -Q1	Complete	Racial Equity initiatives have been included on 2019 department work plans and 2018 employee performance reviews included Racial Equity assessments.
Evaluate feasibility and advisability of increasing the amount of police-community data collected by the City.	2019 - Q2	In Progress	Not collecting data yet. Technology barriers associated with the RMS and CAD systems that are currently being used.
Provide Racial Equity Training to all City staff. Review staff performance reviews to include racial equity competency requirements.	2019 - Q2	In Progress	Leadership training on 12/2018. IQS Racial Equity training for full-time city employees in 1/2019.
Report results of the Quality of Life Survey disaggregated by race/ethnicity as part of the Annual Racial Equity Advancement Report.	2019 - Q2	In Progress	Survey results will be presented in June 2019.
The racial equity advancement team (REAT) will work identify specific opportunities to increase racial and cultural diversity on work teams.	2019 - Q2	Continuous	Ongoing. REAT has met to define their racial equity work individually, department, and connections to work plan.
Evaluate quality of life survey questions to elicit relevant information about all city services around Race and Equity.	2019 - Q3	In Progress	Quality of Life survey results have not been provided by NRC.
Maintain a database on the number and location of affordable housing in Edina.	2019 - Q3	In Progress	Reviewing the current process to obtain database information and what options to track and obtain quantity and locations of affordable housing locations in Edina.
Upon reviewing Police Department Policy Manual and removing non-public information, the manual will be placed on the City's website.	2019 - Q4	In Progress	PD has started reviewing manual. R&E Coordinator will assist in reviewing manual with R&E lens.

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CITY FACILITIES & SERVICES			
GOAL:	TARGET	STATUS	PROGRESS
Deliver staff training on scholarship fund availability to ensure residents are provided the opportunity to apply for financial assistance.	2019 - Q1	On-hold	Feasibility of scholarship programs and fee structure options not completed. P&R needs to connect with Finance about options and would like to connect with new P&R Director.
Review the existing Come Home 2 Edina program and advertisement strategy to families of color.	2019 - Q3	In Progress	March 2019, a single word change to policy. Reviewing the Come Home 2 Edina program and the advertising, while reviewing the data demographics in reservation form.
Ensure City facility artwork and décor reflects diversity of race and culture.	2019 - Q4	In Progress	Cross commission work has started. Examination of current process to obtain art and what parameters are needed.
Review and identify if barriers to utilization of Park and Recreation programs exist and elicit solutions from community members and users.	2019 - Q4	In Progress	Parks and Recreation Commission has reached out to schedule cross commission committee meeting time.
Name a public facility in the Grandview area after BC and Ellen Yancey. Human Rights and Relations Commission will review and comment. Parks and Recreation Commission will review and recommend.	2019 - Q4	In Progress	Parks and Recreation Commission has reached out to schedule cross commission committee meeting time.
Ensure facilities have wayfinding signage and printed materials in multiple languages.	2019- Q4	Not Started	

COMMUNITY ENGAGEMENT & COMMUNICATIONS			
GOAL:	TARGET	STATUS	PROGRESS
Staff will create a standing City communications "Feedback Group" of volunteer residents that can be called upon via meeting, email, or as needed for both strategic and quick feedback to staff.	2018 - Q4	Complete	Group has been assembled. First meeting in January 2019 and group will have ongoing meetings to receive feedback.
Add Metro transit link to facility website(s).	2018 - Q4	In Progress	
The new City Community Engagement employee will ensure there is a robust community engagement approach, informed by ongoing relationship with residents, residents of color and residents for whom English is a second language.	2019 - Q1	In Progress	Project Coordinator changed title and job duties to Community Engagement Coordinator Q4 2018.
Develop protocol and procedures to apply a race and equity perspective to communications content.	2019 - Q2	In Progress	Researching other communications protocol and procedures within other organizations.

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COMMUNITY ENGAGEMENT & COMMUNICATIONS			
GOAL:	TARGET	STATUS	PROGRESS
During Community Outreach Program Evaluation, the police department will develop communication strategies to publicize and promote the department through communication methods including social media.	2019 - Q2	In Progress	Social media such as Twitter, Facebook, and officer attendance at events are strategies being implemented.
Evaluate and improve the police department's current Community Outreach Programs. Consider opportunities for community members to engage with the department.	2019 - Q2	In Progress	Various outreach programs that are currently in place are being reviewed.
Develop a strategic approach to the city's community engagement efforts. Task a city employee with overseeing/directing community engagement work.	2019 - Q4	In Progress	Community Engagement Coordinator developing opportunities for community members to engage, inform, and participate in city work, such as Better Together engage tool.
The Police Department will conduct a review of the Crime Report policy for posting individual names on the department website.	2019 - Q4	In Progress	Reviewing current process and what barriers are in place.
Develop alternate ways to register for programs or use of City facilities. The city will develop new ways to reach and welcome new and underserved populations into the community.	2019 - Q4	Not Started	Looking at current registration processes.
The City will develop plain language policy and an LEP (Limited English Proficiency) policy for City communications.	2019 - Q4	Not Started	

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DEVELOPMENT & ENFORCEMENT OF POLICIES			
GOAL:	TARGET	STATUS	PROGRESS
Make a language edit to the Edina Affordable Housing Policy: The City recognizes the need to provide affordable housing in order to create and maintain a diverse population and to provide housing for those who live or work in the City.	2018 - Q4	Complete	Approved by Council October 2018.
Develop goals and policies to increase the number of affordable housing units and rental until where housing assistance vouchers (ex. Section 8) can be used.	2018 - Q4	Complete	Affordable housing guide will include non discriminatory language. Guide will go to every owner/developer that has affordable housing.
Develop City-wide procedure and policy for responding to complaints that are perceived by staff as possibly racially motivated. Collect data on complaints that seem discriminatory in nature, including who makes the complaints and about whom. Apply this policy to complaints against those belonging to other protected groups.	2019 - Q2	In Progress	Researching and reviewing other cities' response process.
Request the Edina Housing Foundation to review the affordable housing policy to specifically consider removing the option for developers to opt-out of building affordable units.	2019 - Q2	Completed	Reviewed Affordable Housing Policy with Edina Housing Foundation to remove opt-out option. Decision to not remove opt-out policy because funds from Affordable Housing Trust Fund could be used to further program.
Study and report on the 21st Century Policing Initiative's alignment with City of Edina's police officer field training processes.	2019 - Q4	In Progress	21st Century Policing Initiative is currently being reviewed by police department and feedback/recommendations will be provide by Q4.
Review policy and outline requirement and enforcement mechanism to ensure associations and vendors that utilize/rent City facilities are operating in accordance with the city's expectation regarding race equity and inclusion. Post the policy throughout City facilities.	2019 - Q4	In Progress	Parks and Recreation has created drafts of potential policy and grievance process.
Review policy and outline requirement and enforcement mechanism to ensure associations and vendors that utilize/rent City facilities are operating in accordance with the city's expectation regarding race equity and inclusion. Post the policy throughout City facilities.	2019 -Q4	In Progress	Parks and Recreation is researching and on working drafts.

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DEVELOPMENT & ENFORCEMENT OF POLICIES			
GOAL:	TARGET	STATUS	PROGRESS
Review affordable housing policy annually to address current conditions and needs. Ensure race and equity policy perspective is used at each review period.	2019 - Q4	Not Started	Affordable Housing Policy will be reviewed in October/November 2019.
The Police Department will analyze policies related to external and independent criminal investigations and prosecutions for Officer Involved shootings and In-Custody death incidents.	2019 - Q4	Not Started	Police Department Policy Manual currently being reviewed for revisions, use of force is not the current section being reviewed yet. R & E Coordinator will work with PD Administration.
The Police Department will evaluate the Department Policy Manual through a race and equity lens related to use of force.	2019 - Q4	Not Started	Police Department Policy Manual currently being reviewed for revisions, use of force is not the current section being reviewed yet.
Review the Police Department's Conduct of Department Members and Persons of Detailed or In-Custody policies and consider adding a provision to current policies requiring officers to identify to individuals stopped or detained as soon as practical and reasonable.	2019 - Q4	Not Started	Police Department Policy Manual currently being reviewed for revisions, in-custody policies is not the current section being reviewed yet.
Review the Police Department's Policy 690.00 of Impartial Policing.	2019 -Q4	Not Started	Police Department Policy Manual currently being reviewed for revisions, Impartial Policing is not the current section being reviewed yet.
Review Edina zoning regulations through a racial equity lens to change or remove language that may contribute to racial disparities. Develop language with the intention of reducing inequities in the City's zoning regulations.	2019 - Q4	Not Started	
Review process on using affordable housing funds received from the opt-out option and develop a policy to ensure funds will be used with a race and equity lens.	2019 - Q4	Not Started	
Review feasibility of developing a policy to create an incentive for sellers to take Federal Housing Administration (FHA) loans.	2019 - TBD	Not Started	

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EMPLOYEE TRAINING & DIVERSITY			
GOAL:	TARGET	STATUS	PROGRESS
Participate in a Twin Cities People of Color (POC) job fair in 2019 as either an employer or sponsor.	2019 - Q4	Completed	A job fair was attended and will continue to look at options for City representation through League representation at POC job fair for member cities.
Train employees on the City code of conduct, safety and security procedures, language interpretation services and cost options.	2019 - Q4	Not Started	
Set goals of increasing the percentage of fulltime staff who are people of color and/or fluent in a language other than English.	2019 - Q4	Not Started	
Develop diversity recruiting strategy for City employees that identifies specific actions to be taken on an annual basis to more closely reflect the demographics or Hennepin County.	2019 - Q4	In Progress	
Human Resources staff will implement hiring practices to include more racially and culturally diverse outreach, inclusive applications questions, recruitment, selection and interview processes.	2019 - Q4	In Progress	Added questions to applications and interview process.
Evaluate the feasibility of partnering with Edina, Hopkins, and Richfield School Districts to discuss engaging children of color within the school system to highlight career pathways into city government.	2019 - TBD	Not Started	