



COMPOC Ad-hoc Committee Recommendations for Actions and Resources

ANNOUNCEMENT, PREPARATION, PLANNING: Within 3 months (February) the city staff

1. Prepares and presents for comment a project plan with action items and timelines
2. Hosts a virtual meeting that includes:
 - City of Santee Internal efforts
 - Sheriff's Dept Internal & Community Efforts
 - Announcement of assessments, town halls, community values development
 - Committing to regular updates

ACTIONS/RESOURCES

Kick-off meeting to the community

Share overall goal and general planning steps

Develop agenda and identify participating presenters

Identify personnel resources: City staff, Sheriff's department staff assigned to the project

Advance and widely advertised notification of meeting to residents, businesses, etc.

CONSIDERATIONS/QUESTIONS

CONSIDERATION: Development and council approval of general aspects of the project plan with action items

CONSIDERATION: Review of current city and sheriff's department DEI practices and policies

Arrange for technical support

Logistics: location, length, time, date

Begin search for Diversity, Equity, and Inclusion focused organization to partner with

- Possibilities include: the ADL, National Conflict Resolution Center (NCRC), Southern Poverty Law Center, Teaching Tolerance
- Possible selection criteria for determining appropriate partner(s):
 - widely respected and recognized as an expert in the field of anti-bias, diversity strength training, allyship
 - nonpartisan
 - has breadth and depth of experience in researching, developing curriculum and conducting workshops
 - access to statistics and able to cite trends (for those that want to see data-supported needs)
 - familiar with developing and analyzing needs analyses across different spectrums (educational, community, business, and civic organizations)
 - has a library of diverse resources applicable to multiple audiences (students, parents, youth, multi-age, etc.)

QUESTION: Include deputy DA for this virtual meeting or reserve for town halls?



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NEEDS ASSESSMENT: The city shall develop and implement an assessment of DEI focused on the Santee community. This assessment should be developed in partnership with a Diversity, Equity, and Inclusion focused organization. The purpose of the assessment is to get a sense of the community's understanding of DEI and to also collect information that can be used to create a written set of community values.

ACTIONS/RESOURCES

Assessment of community thoughts and concerns about DEI
Use expertise from agencies that specialize in DEI
Need online and paper surveys
Gather and analyze data from survey, town hall and resident information
Finalize partnership with Diversity, Equity, and Inclusion focused organization
Reach out to faith organizations (interfaith council), community organizations, businesses as well as residents

CONSIDERATIONS/QUESTIONS

Selection of partner
Critical to ask questions that gather the information in a reliable and understandable format
Must have a sample size representative of the demographics of the community
Determine method and manner of distributing and administering assessment



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PUBLIC COMMUNICATION/OUTREACH: The city shall host a series of community town halls facilitated in partnership with Diversity, Equity, and Inclusion organizations to serve as an opportunity for the community to learn about and engage in a safe, healthy, respectful, and meaningful dialogue on racial, social, and economic justice and other topics related to DEI. These town halls should be conducted in a way to allow for the broadest participation possible. The town halls should also serve as a mechanism to collect information to create a written set of community values.

ACTIONS/RESOURCES

Purpose is both educational and information gathering

Recommend at least 3-5 Town Hall meetings to focus on specific populations and regions of town to prevent the same old information from being sent around by the same people

Understand that the conversations can be challenging and difficult but listening for understanding is a critical piece of addressing DEI

Coordinate effort with DEI partner

Logistics: Offer diversity of Dates, Times, Locations

Soft ask about status of participants' completion of survey

CONSIDERATIONS/QUESTIONS

QUESTION: Town hall schedule - by district, target audience?

Prior selection of partner Focusing on issues and the values that they invoke allows us to go beyond political solutions

Need expertise to provide a quality product



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COMMUNITY VALUES DEVELOPMENT: Through the above process, the city shall adopt a written set of Community Values to provide guidance and insight for how we live, work, and interact with each other in the City of Santee. It also provides a statement to the community as to what Santee values and gives a common sense of identity to the City.

The community values developed shall be used to guide city government decisions (i.e. how decisions and actions of the City Council, City Departments, City Committees, etc. are in alignment with the community values)

ACTIONS/RESOURCES

Initiate discussion with an activity that underscores the role values plays in how we prioritize our actions and live our lives
Need to provide streamlined and efficient mechanism for obtaining feedback from residents, council members, staff, etc.
Solicit input from staff and council members on examples of how community value can impact operating procedure and policy development
Schedule council approval
Public communication should include implementation steps

CONSIDERATIONS/QUESTIONS

Research what other cities have done
QUESTION: How will these be communicated to the public?



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IMPLEMENTATION and SUSTAINABILITY: Based on the findings of the assessment, town halls, input of DEI community organizations, and other resources, the city shall develop a DEI framework to guide city activities in promoting Diversity, Equity, and Inclusion. Implementation of this framework and subsequent city activities should be guided by the community values and supported by a dedicated city entity. (Examples of a city entity include, but are not limited to: the creation of an independent DEI committee, the designation of a DEI staff member, assignment to an existing city committee, assignment to a subcommittee of an existing city committee)

ACTIONS/RESOURCES

Development of DEI framework to ensure sustainability of the effort
Identify (or initiate) a separate city entity
Draft organizational reporting, interface and accountability chart

CONSIDERATIONS/QUESTIONS

Approval of Community Values
Are additional staff and community members invited to participate in this step?
QUESTION: How will this be communicated to the public?