



Minutes
Committee on Equity, Diversity & Inclusion
Wednesday, March 9, 2022 @ 4:30 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Jackson called the meeting to order at 4:31 p.m.

PRESENT

Council Member Jackson, Chair
Council Member Brown, Vice-Chair
Council Member Hussain, Member- excused

OTHERS PRESENT

Sherrie Boak, Council Staff
Lisa Hagen, OCA
Heather Sumner, OCA
Chief Sosebee, LPD
Lori Welch, City Environmental Specialist

PUBLIC COMMENT

No public present at this time, therefore no public comment.

MINUTES

MOTION BY COUNCIL MEMBER BROWN TO APPROVE THE MINUTES FROM FEBRUARY 23, 2022 AS PRESENTED. MOTION CARRIED 2-0.

DISCUSSION

ORDINANCE – Chapter 256; Section 256.01-256.03; Diversity, Equity and Inclusion (DEI) Advisory Board

Council Member Jackson noted there were no comments from the Council public hearing and Council did not have any recommended changes. He then recapped that this ordinance was originated with the Mayor's office, and there has been suggestions for reporting from the Equity Group, and this new ordinance notes this Advisory Board will provide updates to this Council Committee.

Council Member Brown first voiced his concerns that HR was not working with the Diversity Officer collaborating on hiring, and asked if this Advisory Board will work collaboratively with City Departments. Council Member Jackson informed Council Member Brown that this Advisory Board will work collaboratively with this Committee and the Diversity Officer in HRCS. Ms. Hagen added that HRCS was involved in the drafting of the ordinance. The ordinance, she added, was written as "staff" even though there is only one staff member currently, it can expand without changing the ordinance from "Diversity Officer" to "staff". Council Member Brown reiterated what he heard from the HR Director that the Diversity Officer was not in on the job application process, and then he extended his inquiry into what departments are involved and what involvement was there with the City overall. Council Member Jackson explained that this

is and “Advisory” Board, and the Charter outlines the membership, creation, etc. and it is designed to be generalized. There was already a Mayor’s Diversity group and this is the next step establishing it under ordinance. They will continue to report out at times to Council. Council Member Brown asked for new language to be added to the ordinance that would require the Advisory Board connect the Administration to the whole City, and not housed within a department. Council Member Jackson again stated it expands past one person, and the Advisory Board and this Committee will work together. He then asked Council Member Brown specifically what he was looking to do at this time. Council Member Brown stated he would like to have the Mayor at the next meeting to discuss his vision for this, and then he wanted to also look at the strategic portion of the Advisory Board to make sure it is effective.

Council Jackson asked the Council staff to invite the Mayor’s office, HRCS Director, HR Director and the Diversity Officers to the next meeting to discuss how the Advisory Board will impact the whole City.

Ms. Hagen stated in the past there was a discussion on passing a resolution at the same time of the ordinance that would encourage the Mayor to have members of the previous Mayors Racial Justice and Equity Board on this new ordinance Advisory Board. She inquired if the Committee would like to see that resolution at the next meeting as well, and Council Member Jackson concurred.

Council Member Brown noted that his understanding from Council Member Hussain was that he wanted the 20-30 people from the Racial Justice and Equity Plan to be the 8 members, and therefore should be offered to them first. Ms. Hagen informed the Council Member that the Mayor recommends the appointments and Council approves. The resolution she spoke of would “encourage” the Mayor to consider those 20-30 for the 8 positions, but Council cannot require the Mayor only look at those members.

DISCUSSION – Potential Policy/Procedure on LPD Process and Complaint Business Card

Council Member Jackson informed the Committee and public that recently Albany adopted a new law on complaint business cards when pulling people over. He acknowledged it has been discussed in the past as an option, so he wanted to bring it up again.

Chief Sosebee admitted there was a process started a couple months ago, and LPD has always had business card options, but in recent years they have gotten away from it, mainly because when they were offered people wouldn’t take them. Since his time as Interim Chief and now the LPD Chief they are going back to utilizing them. He then presented a draft they are working on in conjunction with the IT department to provide a QR code on the card as well that would eliminate a lot of information on the card, but refer them to the website. He noted the draft does not currently have the link to the Office of Civilian Investigator. Council Member Brown had referenced a link where a card can be scanned by their phone, however he was not sure how many people would be willing to provide their phone screen to an officer when they are pulled over.

Council Member Jackson supported the idea of the links and QR code, and strongly requested the link for the Office of Civilian Investigator be kept on the card as its own contact, listed first. Chief Sosebee concurred and stated once the final changes are made and IT has the QR Code finalized he would forward a copy of the card to the Committee. Council Member Jackson also encouraged them to look at offering some information on the Human Rights Ordinance and that contact information.

Chief Sosebee was asked to report back at the 4/27/2022 Committee meeting with the updated card.

Council Member Brown questioned the number of blank lines on the back of the card, and the Chief explained those are for the report number, a ticket number, notes, etc. Council Member Brown asked if a QR Code is added would that eliminate the information on the back and Chief Sosebee confirmed it would not.

DISCUSSION – Climate Action Plan Update – Environmental Specialist Lori Welch

Ms. Welch submitted a list of the plan update as of March 2022. This included items on the CAP, Greenhouse Gas Inventory project, the Mayor's Advisory Commission on Sustainability, development of the City wide sustainability action plan, and grants and projects.

Council Member Brown asked Ms. Welch to detail her job responsibilities, at which she briefly spoke on her career with the City, noting her tasks include making sure the City stays on track to meet their goals.

Council Member Brown asked that the Anti-Idling Policy be relayed to all City vendors as well, not just the employees. Ms. Welch confirmed they have been drafting a community wide plan, and working with the Mayor's Advisory Sustainability Commission and are currently reviewing new climate resolution.

Regarding the Development Plan (SAP), Ms. Welch stated they are coming up on the final review and once they have the draft reviewed she would be back to speak to this Committee, public service, parks, and plan a citizen process to get input.

Council Member Jackson asked Ms. Welch what Council can do to assist in her position and the City goals. Ms. Welch spoke on her interest for additional staff and the work she has done so far in proposing one in the upcoming budget. Council Member Brown asked if she worked in the Public Service department and she confirmed. Council Member Jackson asked if she had a conservative estimate for Council to consider during the budget process. Ms. Welch elaborated on her current duties and responsibilities.

Council Member Brown made a statement that it appeared not all employees were aware of all the City policies, and Ms. Welch stated they hoped to address that with the employee newsletter they are working on. Council Member Brown asked for a copy of the Climate Action Plan, and Ms. Welch referenced the publication on the website, but stated she would also forward to the Committee.

Council Member Brown asked if the City had a grant writer, and Ms. Sumner stated almost every department does their own grant writing. Council Member Brown stated he could propose a grant writer position for the City.

OTHER

No other topics of discussion.

Adjourn

Adjourned at 5:14 p.m.

Submitted by, Renee Richmond

Recording Secretary, Lansing City Council

Approved by the Committee March 23, 2022