

AGENDA

Committee on Equity, Diversity & Inclusion AGENDA FOR APRIL 5, 2023 AT 3:00 PM



Lansing City Hall, City Council Conference Room
124 W. Michigan Avenue, 10th Floor

To provide input or ask questions on any item that is listed on the agenda,
members of the public may contact the City Council at city.council@lansingmi.gov or (517) 483-4177 prior to the meeting.

Council Member Garza, Chairperson
Council Member Spitzley, Vice Chairperson
Council Member Brown, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - A. March 1, 2023
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
 - B. RESOLUTION - Appointment; Muhammad Qawwee II; At-Large Member Diversity, Equity, and Inclusion Advisory Board; Term to Expire June 30, 2024
6. **Other**
7. **Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.



Minutes
Committee on Equity, Diversity & Inclusion
Wednesday, March 1, 2023 @ 3:00 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Garza called the meeting to order at 3:02 p.m.

PRESENT

Council Member Garza, Chair
Council Member Spitzley, Vice-Chair-excused
Council Member Brown, Member

OTHERS PRESENT

Sherrie Boak, Council Staff
Floresio Hernandez
Lisa Hagen-Lawrence, OCA
Jim Smiertka, OCA
Guadalupe Ayala, HRCS
Elizabeth O'Leary, HR
Kim Coleman, HRCS
Willard Walker, HRCS
Teresa Bingman
Amber Denney
Michael Lyn

MINUTES

MOTION BY COUNCIL MEMBER BROWN TO APPROVE THE MINUTES FROM FEBRUARY 1, 2023 AS PRESENTED. MOTION CARRIED 2-0.

PUBLIC COMMENT

Mr. Lynn spoke o the City of Diversity, Equity and Inclusion agenda item and asked for action from the group.

DISCUSSION

RESOLUTION – Appointment; Amber Denney; At Large Member; Diversity Equity and Inclusion Advisory Board; Term to Expire 6/30/2023
Council Member Garza reviewed the application.

Ms. Denney stated she is at LCC as the Director for the Center of Inclusions and also serves on the Ingham County Task Force.

Council Member Garza read items off the application and asked if Ms. Denney had any goals for the Committee.

Ms. Denney emphasized that there is a lot to be done in Ingham County and grow with the other Board members to address issues in the City.

MOTION BY COUNCIL MEMBER BROWN TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF AMBER DENNEY, AT LARGE MEMBER OF THE DIVERSITY EQUITY AND INCLUSION ADVISORY BOARD WITH A TERM TO EXPIRE 6/30/2023. MOTION CARRIED 2-0.

DISCUSSION – City of Lansing Diversity, Equity and Inclusion Officer Update
Council Member Garza explained why they were invited to provide an update.

Ms. Ayala stated the MRJEA plan was released 8/2021 and right after that the work began drafting the DEI Ordinance. There are already six (6) members with Ms. Denney. Regarding the plan, there is external and internal approaches. Until the Board was established there are no actions to take, so now that the Council is establishing the Board they can start reviewing the plan and make recommendations that will target the community. There was an RFP done in July 2022 on the importance of making sure the infrastructure was strong for the implementation plan, for Racial Consultants. There was one for the focus to set the foundation on the external piece and one for internal. Miller Canfield signed contract in October, 2022 for the internal piece. They have started training February 2022 with 46 leaders on fundamental discussion on what is needed, how to move forward, how to implement items in the plan. That goal for actions in that plan on internal items to begin. The external focus is with the Diversity Equity and Inclusion Board, since it is a new board with Ms. Ayala staffing, and so the Advocacy Group consultants will help in the first meetings to plan their goals, agendas and how to move forward setting up an infrastructure. This Advocacy Group will also work with employees to form an Equity Core Team to work on training departments, champions with DEI, focus on reviewing policies and practices that have been in place and need to be modified to address items such as things that are racially inadequate. The Equity Core Team application process with Advocacy Group is being finalized and launch by end of March or early April.

Council Member Brown acknowledged for the groups attendance. He asked about the Miller Canfield selection, and was told it was an RFP. The employee is the Diversity Advocate with Miller Canfield and is certified for training in local government. Mr. Smierka stated there is no legal items addressed. Council Member Brown asked if they will look at policy and procedure and when they submit recommendations will those come to Council. Ms. Ayala stated they will look at internal policy and procedures for employees. There will not be a report that they do, but there is a scope of service to make sure they are doing what the City is looking for. Council Member Brown asked if Council will see the recommendations to see if there are any legislative changes. Ms. Ayala stated they will make sure any legislative changes they will bring to Council. Council Member Garza asked for quarterly updates, and Ms. Ayala concurred with the appreciation on the need to attend. Council Member Brown asked about hiring practices and if they find issues with hiring in the City, is HRCS DEI willing to make recommendations. Ms. O'Leary confirmed that Miller Canfield will go through all the hiring practices and if they come up with any issues they will propose changes, and those will go through the collective bargaining units and administration process to make any changes. Council Member Brown asked how is DEI protecting the confidentiality in the groups when people who speak up have issues. Ms. Ayala stated they have done training with City leaders, and part of the task will work with employee groups as part of work with the Equity Core Team. At this time there is not a specific plan, for a safe place and allowing employees to speak fluently. Ms. Coleman stated that if Council hears of issues, please reach out to HRCS DEI to tell them of the circumstances. As part of the outside consultants hired, part of their contract is confidentiality.

Council Member Garza asked about the role of Mr. Lawrence, Ms. Fountain and Ms. Solis at the community meetings when the community and employee assessment was done. Ms. Coleman clarified they were not in their current roles at the time the assessment was done, and if they were they were not assigned to a group.

Council Member Brown asked about focusing on the employee assessment and the dashboard. Ms. Ayala stated it was a great idea.

Council Member Garza asked in the MRJEA group, how many people were from the latino community, Asian community and other groups. Ms. Ayala stated once the report was released the MRJEA group dissolved and now with the creation of the DEI Board they will focus on the tasks in the future. Council Member Garza asked about the 2021 report, and if it was on line and Ms. Ayala outlined where it can be found. Ms. Boak referred to the last page in the packet for the agenda item on all the links.

Council Member Garza asked them to come back in July to explain what the Board is doing and where progress has been.

DISCUSSION – Hispanic Voting Trends over 20 Years

Council Member Garza moved the item to the next agenda.

Other

No other topics.

Adjourn

Adjourned at 3:40 p.m.

Submitted, Sherrie Boak

Recording Secretary, Lansing City Council

Approved by the Committee on

Application for Appointment to Board or Commission

Thank you for your interest in serving on a Lansing Board, Commission, or Committee.

Certain boards, commissions, or committees require appointees to be a registered elector in the City of Lansing (Charter Section 2-102) and be a resident of Lansing for one year prior to taking office (Charter Section 2-102).

Appointees to every board, commission, or committee must not be in default to the City at the time of taking office (Charter Section 2-103.2) and not have been convicted, within 20 years of taking office, of a violation of the election laws of the City of Lansing, State of Michigan, or the United States; a violation of public trust; or any felony (Charter Section 2-103.1).

Lansing City Charter, Section 5-104, Ineligibility For Boards, restricts certain City employee activities on some boards: "No person holding another City office or activity employed by the City shall be eligible to be a voting member on any board."

Date	07/06/2022
First Name	Muhammad
Middle	Abdullah
Last Name	Qawwee II
Date of Birth	
Address	3633 Ridgefield Rd.
City	Lansing
State	Mi.
Zip Code	48906
Email	Muhammad.Qawwee@Sparrow.org
Gender	Male

If you don't know which ward you live in, visit the [Lansing Neighborhoods Ward Map](#) and type in your address to find out!

Ward	Ward 4
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Precinct	Not sure
Best Phone Number to Contact You	517-862-0623
In what year did you move to Lansing?	Lived here all my life except when I was in the U.S. Army.
Additional Information Regarding Experience and Credentials	Currently the President of UAW Local 4911 Sparrow Hospital. Been an employee of Sparrow for over 30 years. Also a Region delegate and member of the National Advisory Council on Civil and Human Rights (NACOCHR) for Region 1D. Sit on the E-board for the Pride Resource group for Sparrow Health system and and member of the Capital Area United Way.
Occupational Background	Current State of Michigan License Pharmacy Technician by trade; current UAW Local President for 4911 and been in a leadership role since the union was formed at Sparrow Hospital.
Educational Background	2 yrs. @ Wilberforce University in Ohio U.S. Army active duty & reserves for 13 yrs.
Previous Appointments	UAW Civil Rights Chairperson for UAW Local 4911 for many years. (Still active on committee)
Current Appointments	Member for CAUW, member of Advisory Council on Civil & Human Rights (NACOCHR) for UAW International Committee
First Choice for Board to Serve on	Mayor's Diversity Advisory Council
Second Choice of a Board to Serve on	Diversity, Equity, & Inclusion (DEI) Advisory Board
Third Choice of a Board to Serve on	Mayor's Lansing Veterans Commission
Fourth Choice of a Board to Serve on	Medical Marihuana Commission
Please comment briefly on why you wish to serve on a particular board or commission. Please be specific as to your goals and ideas about how you wish to contribute to the work of the board or commission.	I have always been a fighter for equal and fair rights for all individuals regardless of where you came from, how a person is brought up, race, creed, color, sex, religion or gender identity. Still to this day strive to be the very best person to everyone and goal is to reach and help as many people as possible in my lifetime to do the same.
Qualifications and Eligibility – At this time, if you do not meet one or more of the qualifications or eligibility requirements listed at the top, please state here the requirement to be met and explain how you will be qualified or eligible before you would be sworn in to an appointed office.	I do believe I currently meet all of the requirements and eligibility requirements. If not I will do everything in my powers to correct this and meet the qualifications.

This certification is not required but may impact potential consideration of the appointment being sought. I authorize the use of the information provided above to conduct a background search, including but not limited to criminal history, residency, and indebtedness to the City of Lansing. If selected to serve, I further authorize additional background checks during the term of my service to ensure the required criteria continue to be met. I also acknowledge that I have the affirmative duty to inform the City if I become aware of any change or condition in my status that fails to meet the required criteria.

Agreement to Background Check Authorization • I agree

Please type your name in this box to signify that you can serve on a board or commission and the information in this application is accurate to the best of your knowledge. Muhammad A. Qawwee II

Date & Time 07/06/2022 12:00 PM (EDT)

Receive an email copy of this form. Yes

BY THE COMMITTEE ON EQUITY DIVERSITY AND INCLUSION
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Mayor has made the appointment of Muhammad Qawwee II an At-Large member of the Diversity, Equity, and Inclusion Advisory Board for a term to expire June 30, 2024; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Equity Diversity and Inclusion met on April 5, 2023 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Muhammad Qawwee II an At-Large member of the Diversity, Equity, and Inclusion Advisory Board for a term to expire June 30, 2024.