



City of Lansing
Human Relations & Community Services Department
124 West Michigan Avenue ● 4th Floor City Hall
Lansing, Michigan 48933
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DIVERSITY, EQUITY, AND INCLUSION
ADVISORY BOARD MEETING NOTICE

TUESDAY, July 9, 2024

5:30 P.M.
CITY HALL
7TH FLOOR
LANSING, MICHIGAN

**(The meeting originally scheduled for July 2, 2024 has
been rescheduled to July 9th)**

~ Public Comment ~

**Those wishing to make public comments please contact equity@lansingmi.gov by
4:00 p.m. – Tuesday, July 9, 2024**

Or

Arrive Promptly Before the Meeting to Complete a Public Comment Form



City of Lansing Diversity Equity and Inclusion Advisory Board

Date of Meeting: Tuesday, July 9, 2024
Time of Meeting: 5:30 PM – 6:30 PM
Place of Meeting: 7th Floor, City Hall
124 W. Michigan Avenue
Lansing, MI 48912

Agenda

- I. Call to Order Vice Chair Denney
- II. Roll Call Secretary Sorroche
- III. Approval of Agenda Receive Motion
- IV. Approval of Minutes (*June 4, 2024*) Receive Motion
- V. Public Comment (*3 mins*) Vice Chair Denney
- VI. Director's Update Kim Coleman
- VII. DEI Officer's Update Michael Hopson
- VIII. Standing/Themes Committee Reports Vice Chair Denney
 - a) Justice and Safety Committee
 - b) Economic Empowerment
 - c) Community Sustainability Committee
- IX. Old Business Vice Chair Denney
 - a) Ordinance Review Process – Human Rights Ordinance
 - b) Proposal form & DEI AB Patronage Policy
 - c) Michigan Municipal League: Parliamentary Training – July 25th, 4-7pm @ Alfreda Schmidt Southside Community Center
- X. New Business Vice Chair Denney
 - a) Standardized Ordinance Review Process
- XI. Announcements
- XII. Adjournment

***DEI Advisory Board Members:** Amber Denney/Vice Chair (MAL), Emily Sorroche/Secretary (MAL), Florenio Hernandez (MAL), Vacant (MAL), Vacant (1st Ward), Vacant (2nd Ward), Raquel Sparkman (3rd Ward), Randy Watkins (4th Ward)

City Staff: Kimberly A. Coleman, Director, Amany William, Assistant City Attorney & Michael Hopson, DEI Officer



City of Lansing DEI Advisory Board Meeting Minutes

Tuesday, June 4, 2024

5:30 pm – 6:30 pm

7th Floor, City Hall

Lansing, MI

Call to Order – 5:44pm

Attendance: Amber Denney, Emily Sorroche, Randy Watkins, Floren시오 Hernandez
City Staff Attendees: Michael Hopson

Others City: Willard Walker (HRCS) and Joe Abood (OCA), Teresa Bingham (Consultant)

The meeting was called to order at 5:44pm by the Board Secretary, Emily Sorroche. Amber Denney followed by a roll call.

Approval of Agenda

Randy made the motion to approve the agenda, Floren시오 2nd. No discussion: motion passed.

Approval of Minutes

Floren시오 Hernandez; motioned to approve. It was seconded by Randy Watkins.

Discussion

- Correct spelling on Prince's name – "n" is missing.
- Randy said amend the motion with corrections; Floren시오 2nd; motion passes.
- Floren시오 mentioned if we want to invite guests to speak about things concerning Lansing, that it be open to all board members vs just the subcommittee. There may be questions and learnings to benefit all members.
- Randy made Motion to approve the minutes with corrections and save the discussion for the Justice and Safety Committee, motion approved – 1 opposed (Randy).

Public Comment

Luna Brown

- Issues of Anti Queer targeted crime
- Police isn't taking this seriously as reports have been made – pride flags being stolen
- The police didn't file a report after being asked by the person, the entire neighborhood's pride flags being stolen.
- Bookstore being targeted, in REO town.
- Free stand with books, the queer literature that it was stocked with was destroyed.
- The shuffle shooting was possibly a targeted hate crime.
- Luna has submitted an application for the DEI AB and hasn't heard anything.

Andrez Chuneу

- Sora Gardens, help promote food security and cultural preservation.
- The need they see is the lack of the culture and community, that folks need to get back into community, incarcerated, poverty, immigrants, and migrants.

- How can we use some of the funds to find strategic funds to help give back to the community?

Directors Report

- No report given.

DEI Officers Report

- Michael is authorized to speak on behalf of Kimberly Coleman when she is absent.
- If we have any folks interested to apply for a vacancy spot with the DEI Advisory board. We have 3 spots available.
- The applications will be vetted by the mayor's office.
- Flyer was distributed in the agenda packet about the Lansing Racial Equity Fund grant program is open, deadline is June 24th 12pm. Informational meeting is June 6th 10am virtually.
- Comment was accepted from the public.
 - There was a comment and question about the DEI Advisory board doesn't have say in who can represent on this specific board. Michael discussed the process on how to become a board member.
 - Zoning reform in communities and understanding what can be done on properties – it can make it harder to achieve things in our community.
 - Question on who is eligible to apply – non-profits are eligible only.
- Diversity Celebration – June 27th, 2024
 - Share advancements and bring diverse food options, Land Acknowledgement, De Colores singing, and music.
 - Michael plans to invite different organizations for tables.
- Recap the presentation created, Michael would like the advisory board to review the PowerPoint presentation (PPT), submit the edits to him to discuss the PPT as a team.
- The DEI Advisory board will need to register for the parliamentary procedure instruction on July 25th, 2024. There is a QR code.
- The City Attorney mentioned there are a lot of legal questions that may take time to get an answer back to you, not right in the moment. The opinions are based on what our charters allow us to do, he may know the answers although he has to follow what is said before.
- Ordinance review – will need to decide on a special meeting and discuss feedback.
- Old business – Florenso asked for follow up regarding the LCLAA fund raising effort for the Lansing Chapter from the April meeting.
- Committee Budget process – Amber asked if this can be written up. Michael did write up a process and he is awaiting it to be approved.
- Randy asked if the procedures should be approved? City Attorney said yes, the board should approve to adopt the process. The board can make edits/suggestions for the forms and process.
- Randy moved for the committee to review the PPT that Michael proposed and vote on it at the next meeting. Florenso 2nd, no discussion, motion passes.

Committee/Themes Reports

Justice and Safety Committee

- Randy moved to bring in the police chief in to discuss the MRJEA report, Florensis 2nd, no discussion, motion passes.
- Florensis and Emily along with Raquel joined, met last month.
 - 3 recommendations, develop climate survey, create a small BIPOC business toolkit, and create a BIPOC directory within the city of Lansing.
- No report from the community sustainability committee

Economic Empowerment Committee

- Florensis and Emily along with Raquel joined, met last month.
- 3 recommendations, develop climate survey, create a small BIPOC business toolkit, and create a BIPOC directory within the city of Lansing.

Community Sustainability

- No report

Old Business

- Addressed the items earlier in the meeting.
- Question: Did Muhammad resign officially? Michael will follow up.
- Juneteenth and Lansing Lugnuts Baseball Game.

New Business

- A board member commented during the meeting that HRCS Director agreed to provide a copy of the HRCS Annual Report for review.
- Read the bullet points with the upcoming events.

Announcements

- Celebration of Diversity at City Hall, June 27th, 4:30-6:30pm.
- DEI Conference at MSU - \$75 public cost, July 10 & 11th.
- Juneteenth activities, Gier park baseball game June 13th, Scholarship winners are being honored in the Michigan room. June 14th St Joe Park at 12pm; Parade on the westside of Lansing 11am on the 15th, and Juneteenth Flag raising at City Hall on June 19th.
- Save the date Pow Wow Dance by the River Traditional Pow Wow Sept 28 and 29th in Adado Park

Randy asked if we could make a decision on the Human Rights Review process where we can discuss the document for 15 minutes and then follow the rest of the agenda.

Randy made the motion to delay the meeting to July 9th, Florensis 2nd; No discussion, motion passed.

Motion to adjourn (Florensis), motion passed 6:43pm

✓ **MAYOR'S RACIAL JUSTICE & EQUITY ALLIANCE**

- In 2020, Mayor Andy Schor appointed leaders to the Mayor's Racial Justice & Equity Alliance (MRJE) to examine policies, practices and biases to better understand how to eradicate racism and violence in Lansing. To date, of nine MRJE recommendations, six are completed, two are underway, and the final will begin in fall 2024.

✓ **DEI ADVISORY BOARD**

- A DEI Advisory Board ordinance was introduced by Mayor Schor and passed by City Council in 2022. It will play a significant role to advance the goals of creating a community that celebrates diversity and builds relationships among community members & leaders.
- Mayor Schor appointed a diverse spectrum of inaugural board members and will continue to review the board to ensure a wide array of community voices are represented through regular appointment opportunities.
- The board has established a blueprint for its work and will begin engaging with the community this summer and reviewing City ordinances, starting with the Human Rights ordinance.

✓ **MAYOR SCHOR ANNOUNCES LANSING RACIAL EQUITY FUND**

- City Council appropriated funding to implement racial justice and equity strategies and to address root causes of racism.
- The Racial Equity Fund Grant Program funds initiatives, programs and policies that address systemic racism, promote equity and uplift marginalized communities. It prioritizes BIPOC-led organizations and those serving BIPOC communities. By investing in suitable programs, we seek to empower communities of color, challenge systemic racism and enhance the lives of Lansing residents and business owners. The 2024 cycle saw 36 applicants.

✓ **LPD CITIZEN OVERSIGHT**

- Mayor Schor created the Board of Police Commissioners' Citizen Complaint Oversight Committee to streamline the citizen complaint process and help people understand their rights when interacting with law enforcement.
- A'Keydra Abrams was hired as the new Commission Investigator (CI). The CI is an independent civilian housed in HRCS who works with the Board of Police Commissioners. She reviews all complaints lodged against employees of the Lansing Police Department.

✓ **DIVERSITY, EQUITY, AND INCLUSION OFFICER**

- Michael Hopson has been appointed as the new Diversity, Equity, and Inclusion (DEI) Officer for the City. Drawing on his expertise as a seasoned DEI leader, through the HRCS department, he will lead efforts to foster a more inclusive environment within City departments.

✓ **EQUITABLE ECONOMIC INITIATIVE**

- Mayor Schor and the Lansing Economic Development Corporation launched the Lansing Equitable Economic Development Initiative. This program supports and empowers BIPOC-owned (Black, Indigenous, and People of Color) small businesses in Lansing. www.LansingEDC.com



Andy Schor, Mayor

✓ EQUITY CORE TEAM IN ACTION

- The Equity Core Team (ECT) was established in 2023 to advance DEI initiatives across City departments, guided by the MRJEA Report. The team includes 2-4 staff members from each department, who are responsible for updating, coordinating, and organizing racial equity plans and activities across City departments.
- ECT members have undergone comprehensive training sessions from the DEI Officer and The Advocacy Group designed to equip them with the skills and knowledge to foster a shift in the internal culture of the city. Sessions included "Diversity is You?," "Fostering an Inclusive Culture," "Inclusive Interaction," "Mitigating Bias," "Defining DEI Metrics & Goals" and "Inclusive Policies, Practices and Accommodations."

✓ CELEBRATION OF DIVERSITY

- The Human Relations & Community Services (HRCS) department, along with the Mayor's Office and other city departments has hosted Celebration of Diversity events in summers 2022, 2023 and 2024.

✓ HISTORIC FLAG RAISINGS AT LANSING CITY HALL

- Mayor Schor worked with City Council to pass resolutions to fly Pride and Juneteenth flags in front of City Hall.
- The Pride Flag was raised on May 31, 2024. City leaders and LGBTQ+ groups celebrate this as a moment of reflection, highlighting Lansing as a city of acceptance and inclusivity.
- The City honored Juneteenth by raising the National Juneteenth Flag on June 19, 2024, commemorating the emancipation of enslaved African Americans and recognizing their enduring contributions to our nation.

✓ COMMUNITY RELATIONS EVENTS

- Mayor Schor's Community Relations & Faith-Based Initiatives Manager has organized multiple events to spotlight diverse cultures, including hosting the Black History Mobile Museum for Juneteenth and a Mexican Independence Day celebration that honored Latino culture broadly.

✓ DEI EXECUTIVE LEADERSHIP TEAM

- The DEI Executive Leadership Team, led by HRCS Director Kimberly A. Coleman, is working with the Mayor, City Leadership, the Equity Core Team, the DEI Advisory Board, and partners to implement the MRJEA's recommendations.
- The Mayor and Executive Leadership Team participated in National League of Cities' Race, Equity, And Leadership (REAL) training workshops.
- The Michigan Public Health Institute (MPHI) has been working to assess racial & ethnic disparities in workforce development within Lansing.
- Miller Canfield law firm has completed a series of DEI training workshops for the Mayor and his Cabinet. The law firm has also completed a review of City policies through an equity lens and has recommended changes.

FOR MORE INFORMATION, PLEASE VISIT [LANSINGMI.GOV/DEI](https://lansingmi.gov/dei).



Please Join the Human Relations and Community Services and
Diversity, Inclusion & Equity Advisory Boards for

Parliamentarian Procedure Instruction*

Thursday, July 25, 2024 - 4:00 p.m. to 7:00 p.m.

Alfreda Schmidt Community Room 5825 Wise Road, Lansing



Please Use QR Code to R.S.V.P. by Monday, July 1, 2024

Instruction Provided By:



- Robert's Rules of Order
- The "Funnel of Laws"
- Agendas and General Order of Business
- Decorum, Civility and Rules of Debate
- Motions
- Taking the Vote

* By Invitation Only - Extended to Two Primary Executive Leadership Persons - Limited Seating

Please Direct Questions to: Kim Coleman - kim.coleman@lansingmi.gov or 517.483.4482

Renee Morgan Freeman - renee.freeman@lansingmi.gov or 517.483.4096

AUGUST 1, 2024

On the State Capitol Lawn

10:00 am - 2:00 pm

City of Lansing
Human Relations & Community Services
(HRCS)

Community

Free

HEALTH & WELLNESS FAIR

Together we can build a healthier, happier community
where everyone can live their best lives!

HEALTH & WELLNESS FOR EVERYONE

Health Screenings
Immunizations
Inflatables / Games

Exercise Techniques
Community Resources
Opioid Awareness & Harm Reduction

Food
Giveaways
and much more!

**Please contact the
HRCS Department with
any questions.**



Phone: (517) 483-4477

HRCS

Email: HRCSGENERAL@LANSINGMI.GOV

Kimberly Coleman, Director



City of Lansing DEI Advisory Board Recommendation Proposal Form

PROPOSAL DESCRIPTION:

1. WHAT IS THE PURPOSE OR OBJECTIVE OF THIS INITIATIVE OR PROGRAM?

2. WHO ARE THE PRIMARY AUDIENCE and BENEFICIARIES?

3. WHAT UNDERLYING NEED OR CHALLENGE DOES THIS INITIATIVE ADDRESS?

4. HOW WILL SUCCESS BE DEFINED AND MEASURED?

5. WHAT IS THE PROPOSED TIMELINE FOR IMPLEMENTATION?

6. WHAT RESOURCES, INCLUDING PERSONNEL NEEDS AND BUDGETARY REQUIREMENTS, ARE NECESSARY?

7. ARE THERE ANY ADDITIONAL CHALLENGES THAT NEED TO BE ADDRESSED IN ORDER TO SUPPORT THIS PROPOSAL OR INITIATIVE?