



EQUITY AND EMPOWERMENT COMMISSION

**Thursday, August 23, 2018
6:30 to 8:00 p.m.**

**Lorraine H. Morton Civic Center
2100 Ridge Avenue, Evanston
Aldermanic Library**

AGENDA

- 1. Call to Order/Declaration of a quorum**
- 2. Approval of meeting minutes of July 28, 2018 meeting**
- 3. Public comment**
- 4. BeEtta Consulting**
For discussion
- 5. Translation services policy**
For discussion
- 6. Items for communication**
 - a. 2019 Budget Update
 - b. Commissioner reports
 - c. Next meeting
- 7. Adjournment**

Next meeting:

**Thursday, September 27, 2018
6:30 to 8:00 p.m.**

**YWCA Evanston Northshore
1215 Church St, Evanston, IL 60201**

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**Equity and Empowerment Commission
Meeting Minutes of July 28, 2018
Lake Street Church, 1458 Chicago Avenue, Evanston
6:30 p.m.**

COMMISSIONERS PRESENT: Julie de Lara, Monte Dillard, Jane Grover, Alejandra Ibanez, Kathy Lyons, Mario Vela

COMMISSIONERS ABSENT: Timothy Eberhart, Delores Holmes, Ald. Melissa Wynne

STAFF PRESENT: Dr. Patricia Efiom, Janella Hardin

OTHERS PRESENT: Daily Northwestern, League of Women Voters, Elaine Heineman, Sheila Merry, Kim Holmes Ross, Advocates for Action

1. CALL TO ORDER: JANE GROVER, CHAIR

A quorum being present, Chair Jane Grover called the meeting to order at 6:41 p.m.

2. PUBLIC COMMENT

Faye Clayton, member of the Evanston Action Team of Compassion and Choices, explained the Team's goal to ensure an individual's values, priorities, and end of life wishes. The Team plans to present a draft resolution to the Human Services Committee regarding medical aid in dying and death with dignity.

3. APPROVAL OF THE MINUTES OF THE JUNE 28, 2018 MEETING

Chair Grover moved to amend the minutes to move a paragraph from section 5 to section 4. Commissioner Lyons moved to recommend approval of the June 28, 2018 minutes, as amended, seconded by Commissioner Ibanez. A voice vote was taken. **Motion passed unanimously.**

4. CITY OF EVANSTON PRIORITY-BASED BUDGETING UPDATE, ADVOCATES FOR ACTION

Dr. Efiom reported that there were 3,370 total responses to the budget survey with only 297 responses from 5th Ward residents, indicating the need for more effective and extensive public engagement for the budget process.

Kim Holmes Ross, Cradle to Career, introduced the Advocates for Action. To improve engagement of Evanston's Latinx and Black communities, Cradle to Career created Advocates for Action, a group of community volunteers who will build efforts to reach Evanston's underserved and underrepresented residents. A member of Advocates for Action described her experience as a homeless person and how Connections for the Homeless has helped her meet basic needs.

5. HOST: JOINING FORCES FOR AFFORDABLE HOUSING, CONNECTIONS FOR THE HOMELESS

- a. The Commissioners toured Hilda's Place.
- b. Sue Loellbach, Connections' Advocacy Director, reported:
 - i. Connections for the Homeless: The agency serves 44 communities, assisted 929 individuals last year with funding from Federal, State, County, and municipalities, including Evanston.
 - ii. Joining Forces: A coalition of advocates for equity and housing affordability; currently proposing an affordable housing plan for the City of Evanston; previously involved in support for Evanston's Inclusionary Housing Ordinance Subcommittee.

6. EQUITY FRAMEWORK

- a. Dr. Efiom presented the equity framework in the Annie E. Casey Foundation's Race Equity and Inclusion Action Guide and recommended that framework as the model for a City of Evanston equity framework. Commissioner de Lara inquired whether a racial equity framework would exclude other types of inequities, such as disability. Dr. Efiom explained that adopting a framework based on racial equity will address and include other forms of inequity including disability; that the framework will be inclusive; that the framework does not preclude examining, for example, city staffing patterns and demographics as part of this process. The framework for the City of Evanston will also include a strategic plan for community engagement
- b. Commissioner Dillard moved to affirm and adopt the Anne E. Casey Foundation Race Equity and Inclusion Action Guide as the model for an Evanston equity framework, and to direct Dr. Efiom develop an Evanston equity framework based on that model for the Commission's approval and submission to the City Council. Commissioner Vela seconded the motion. A voice vote was taken.

Motion passed unanimously.

7. COMMISSION PRESENTATION TO RULES COMMITTEE

Chair Grover noted the items for communication to the Rules Committee: Commission accomplishments, meeting hosts/venues, adoption of bylaws, consistent quorum, plan for community outreach, agreement to prioritize racial equity, affirmation of racial equity framework, recommendation to prioritize equity internal focus on equity (rather than external), and recommendation to consider changing Dr. Efiom's title from Equity Coordinator to Chief Equity Officer. Dr. Efiom reported that the law department will draft a memo from the Commission to include in the Rules Committee's meeting packet.

8. DISCUSSION OF NOVEMBER AND DECEMBER MEETING DATES

Commissioner Lyons moved to recommend cancellation of the Commission's November meeting and moving the December 29 meeting to December 20; motion was seconded by Alejandra Ibanez. A voice vote was taken.

Motion passed unanimously.

9. ANNOUNCEMENTS

10. ADJOURNMENT

Commissioner Lyons moved to adjourn, seconded by Commissioner Dillard. A voice vote was taken.

Motion passed unanimously.

The meeting adjourned at 8:45pm.

**RESPECTFULLY SUBMITTED,
JANELLA HARDIN, PHR**

**City of Evanston
Equity Empowerment Commission**

Proposed Plan of Action for the Development of the Equity Framework

Commission Priorities

- 1. Develop equity framework**
 - a. Establish a timeline for the framework to be developed and approved by the City Council
 - b. Identify areas of responsibility
 - c. Determine needs, if any, for subcommittees
- 2. Community Engagement**
- 3. Budget**
 - a. Identify anticipated 2019 equity framework development, implementation, and support needs

Strategies

- 1. Establish an understanding of equity**
 - a. Identify and define key concepts
 - b. Council training
 - c. Boards, commissions and committees training
 - d. Determine a timeline for completing this strategy
- 2. Community Engagement**
 - a. Develop a Community Engagement Policy to be included in equity framework
 - i. identify staff, residents and community partners to be included in the development process
 - b. Develop a community engagement tool
 - c. Determine a timeline for completing this strategy
- 3. Determine demographic data needs to support understanding of equity framework goals**
 - a. Make recommendations for collection of race/ethnicity data for use in decision-making processes
 - b. Develop specific recommendations for data collection by City Council, staff, boards, commissions, and committees
 - c. Determine a timeline for completing this strategy

- 4. Develop an equity lens tools and guide to identify inequities and barriers in policies, procedures, and services**
 - a. Recommend specific guidelines for application and use of equity lens
 - b. Determine a timeline for completing this strategy

- 5. Identify and recommend equity lens evaluation tool and guidelines for use**
 - a. Recommend ongoing evaluation process
 - b. Determine a timeline for completing this strategy

- 6. Develop recommendations for inclusion of equity goals in all aspects of City planning and governance**

- 7. Ongoing work of the Equity & Empowerment Commission**
 - a. Need for:
 - i. Long-term strategic plan?
 - ii. Evaluation of the effectiveness of equity tools?
 - iii. Ongoing community engagement?