

Memorandum

TO: RULES AND OPEN
GOVERNMENT COMMITTEE

FROM: Angel Rios, Jr.
Lee Wilcox

SUBJECT: EQUITY STUDY SESSIONS

DATE: October 10, 2019

Approved

[Handwritten signature: D. D. S. L.]

Date

[Handwritten date: 10/10/19]

RECOMMENDATION

Set two City Council Study Sessions and approve the agendas entitled:

- (a) *Building a Shared Understanding of Equity Work in the Context of City Government.*
Date and Time: Friday, December 13, 2019, 1:30 p.m. – 4:30 p.m. (**Attachment A**)
Location: City Council Chambers
- (b) *Equity Framework: An approach to Achieving Better Outcomes for All.*
Date and Time: TBD (*Early 2020*) (**Attachment B**)
Location: City Council Chambers

PURPOSE

The purpose of this two-part study session is to build a shared understanding of what equity means in the context of local government, why it is important, and how to embed a framework that reduces inequities. A shared understanding will allow us to lay the groundwork for a thoughtful, intentional, multi-year process of systems change that will improve outcomes for all.

OUTCOME

The City Council and Senior Staff have a shared understanding of, a) why equity is important, b) terminology and definitions, and c) the approach needed to move the City of San José toward being a more equitable city.

BACKGROUND

As part of the approval of the Fiscal Year 2019-2020 City Budget, the Administration was directed to schedule a study session with the full Council and City leadership focused on identifying and implementing solutions to address inequities in resources, programming, and access to City services. On September 11, 2019, the Rules and Open Government Committee discussed a memorandum submitted by Councilmembers Peralez, Jimenez, Carrasco, Esparza, and Arenas that provided direction to the City Manager's Office on items to include in the Council Study Session. Additionally, the Rules and Open Government Committee directed the City Manager's Office to include information about outcomes, and clear next steps and expectations.

To date, a bulk of the Administration's work has focused the development of an organizational infrastructure (people, knowledge, commitment, data systems, etc.) that educates staff on the structural determinants of various outcomes and the ways the City can impact those. This period of shared learning is essential to enable staff to identify, manage, and mitigate preventable negative consequences in our community that would otherwise be perpetuated by city policy, programming, or general practices.

Paramount to this work, and moving forward, is cultivating a common understanding of what equity means nationally and locally. To that end, we are exploring how cities across the U.S are approaching this work and what tools and frameworks they adopted to build organizational capacity to apply an equity lens to policies, programs, and practices. Their experiences will help inform the development of a framework that meets San José's local context and needs.

The Administration is organizing the study session into two parts to ensure ample time for shared learning. The first study session will focus on "why" this work is important and "what" it entails. Experts in the field from the National League of Cities and Race Forward will share the following elements:

- Concept of Equity and Why It Matters
- Importance of Equity to Improve outcomes for all San José residents
- Shared Language: Terminology and Definitions
- Government's Role and Responsibility

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Subject: Equity Study Sessions

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The second study session will shift from “why” to “how” the Administration will apply an equity analysis framework, including examples already underway in the organization and where additional analysis was directed as part of the Fiscal Year 2019-2020 Adopted Operating Budget.

- Equity Framework: An Approach to Achieving Better Outcomes for All
- Experiences and Lessons Learned from other Jurisdictions
- Introduction to the Concept of a Racial Equity Tool
- Examples of How San Jose Can Use the Tool

This memorandum includes recommended agendas for the two study sessions.

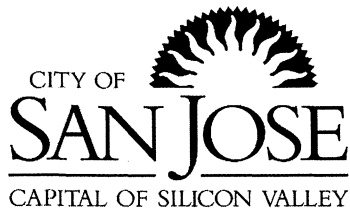
/s/
ANGEL RIOS, JR.
Deputy City Manager

/s/
LEE WILCOX
Chief of Staff

For questions, please contact Zulma Maciel, Assistant to the City Manager, at (408) 535-8146.

Attachment A: Recommended Equity Study Session 1 Agenda

Attachment B: Recommended Equity Study Session 2 Agenda



CITY COUNCIL STUDY SESSION AGENDA

**Building a Shared Understanding of Equity Work
in the Context of City Government.**

**Study Session 1
December 13, 2019
1:30 p.m. to 4:30 p.m.
City Council Chambers**

- **Purpose:** To build a shared understanding of what equity work means in the context of local government, why it is important, and how to embed a framework that reduces inequities.
- **Outcome:** A shared understanding will allow us to lay the groundwork for a thoughtful, intentional, multi-year process of systems change that will improve outcomes for all.

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Office of the City Clerk

Welcome to the San José City Council meeting!

The San José City Council meets every Tuesday at 1:30 p.m. and Tuesday at 6 p.m. as needed, unless otherwise noted. If you have any questions, please direct them to the City Clerk's staff seated at the tables just below the dais. Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

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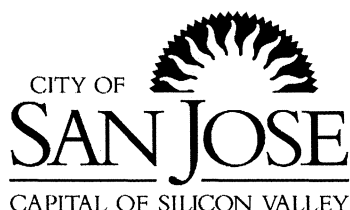
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- Call to Order and Roll Call

CITY COUNCIL STUDY SESSION

1:30 p.m. to 4:30 p.m., City Hall Council Chambers

1. Introduction
2. Equity: Why it Matters
3. Shared Language: Terminology and Definitions
4. Governments Role and Responsibility: Preview of Other City Government Efforts
5. Next Steps
 - Public Comment
 - Adjourn



CITY COUNCIL STUDY SESSION AGENDA

**Equity Framework:
An Approach to Achieving Better Outcomes for All**

Study Session 2

Date: TBD

Time: TBD

City Council Chambers

- **Purpose:** To build a shared understanding of what equity work means in the context of local government, why it is important, and how to embed a framework that reduces inequities.
- **Outcome:** A shared understanding will allow us to lay the groundwork for a thoughtful, intentional, multi-year process of systems change that will improve outcomes for all.

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- **Call to Order and Roll Call**

CITY COUNCIL STUDY SESSION

- 1. Introduction/Review of Previous Session**
- 2. Equity Framework: An Approach to Achieving Better Outcomes for All**
- 3. Experiences and Lessons Learned from other Jurisdictions**
- 4. Introduction to the Concept of a Racial Equity Tool**
- 5. Examples of How San Jose Can Use the Tool**
- 6. Next Steps**
 - **Public Comment**
 - **Adjourn**