



CITY OF PORTSMOUTH

DIVERSITY, EQUITY, AND INCLUSION WORKING GROUP

Nancy Colbert Puff, Steve Butzel, Juliet Walker, Kelly Harper, Vincent Hayes, Tracy Gora, Jane Ferrini, Jessica Griffin, Nicole Cloutier, Eliza Gilmore, Cathryn Czajkowski, Laura Horwood-Benton...

Agenda

Wednesday, December 16, 2020

Zoom Meeting, 10 am

- I. Introductions/Welcome to New Members
- II. Acceptance of Minutes from 11/25/20
- III. Progress Updates on Goals
 1. Using broad employee input, develop a values statement for the organization to be used in recruitment and retention efforts. (Elise, Kelly, Laura)
 2. Begin to offer monthly luncheon series "Sometimes It Takes a Story..." to all employees to promote discussions on DEI. (Tracy, Nancy)
 3. Identify/assemble resources to begin developing a framework. (Juliet)
 4. Engage with partners to develop resources and identify educational/outreach opportunities beyond the City's internal employee pool. (Vincent, Laura)
- IV. Report to Council? Last report 9/28/20 attached. If quarterly, next date = December 28th.
- V. Other?

INTEROFFICE MEMORANDUM

TO: KAREN CONARD, CITY MANAGER
FROM: NANCY COLBERT PUFF, DEPUTY CITY MANAGER *ncp*
SUBJECT: RACIAL JUSTICE MUNICIPALITY – CITY COUNCIL RESOLUTION
DATE: SEPTEMBER 28, 2020

In response to your request, following is a summary of actions taken in response to the City Council's Racial Justice Municipality resolution, passed by unanimous vote on June 15th. We are at the beginning of what we expect to be an enduring effort to address diversity, equity, and inclusion (DEI) in our local government and City. We have begun through education and discussion.

- The City has established an initial web page under the City Manager's page to indicate its commitment to [Racial Justice](#).
- An interdepartmental staff working group on racial justice, inclusion, and equity has been meeting one or twice a month since July. The group now involves 10 participants, and has established a staff web site that serves as a repository for useful resources (videos, articles, presentations, trainings) any member suggests may be helpful to the discussion.
- The City has scheduled its first mandatory training on the subject of Diversity, Equity, and Inclusion (DEI) with Jermaine Moore of the [Mars Hill Group](#) on October 29th. Department Heads and supervisors have been invited to this training, which will be recorded and re-usable.
- Various departments have begun conducting roundtable discussions among themselves. Individual staff members have attended numerous trainings, including:
 - Urban Sustainability Director's Network: Driving Towards Equity series
 - ICMA's Building and Maintaining an Equity Mindset in Local Government
 - Portsmouth Public Library's series on "Standing Up to Racism"

The Planning Department is offering its staff a "[21-Day Racial Equity Habit Building Challenge](#)." The Library has developed an internal on-line forum for staff to discuss DEI-related issues and is exploring endorsement of the [Urban Libraries Council's Statement on Race and Social Equity](#).

- The City's working group has reached out to Portsmouth Listens and expects to host its leaders at a future meeting to discuss their current "Equity and Inclusion" dialogue.
- The City has joined the [Diversity Workforce Coalition](#). We are evaluating the possibility of the City joining the [Government Alliance on Race and Equity](#) (GARE).
- Next steps being discussed by the working group include: better organizing web resources to assist those in self-education, expanding training to additional staff; hosting monthly brown-bag lunches (Zoom) to "Celebrate Differences;" reaching out to other communities to learn what they are doing with re: DEI, and looking at available data to determine "where we are at" in relation to DEI issues.