

# Diversity, Equity, and Inclusion Advisory Board Implementation Plan

*Creating Opportunity for our local government to better connect with its community*

## OVERVIEW

*The purpose of creating a Diversity, Equity, and Inclusion Advisory Board for the city is to provide a means to continuously assess the current state of diversity and inclusion in the City of Bastrop and working with residents and community organizations to draft plans of action that improve quality of life for all citizens.*

- **Role of Board** – Serve as an advisory board and resource to local government on issues pertaining to diversity, equity, and inclusion. The board will engage citizens, businesses, schools, and community organizations to identify biases and barriers to diversity, equity, and inclusion in our community, and make recommendations to the city council on opportunities that ensure equitable access to opportunities, benefits, and resources for all city of Bastrop residents.
- **Board Composition** – Board members shall be appointed by the mayor and approved by City Council. Members appointed should be representative of the community's diversity in age, race, gender identity, sexual orientation, religion, disability, education, business skills and life experiences.

The board may create sub-committee that include members of the public to address diversity, equity, and inclusion related subject matter and assist in planning and promotion of multi-cultural events having appointed a board member as the sub-committee chair by a majority of the board.

Individuals interested in serving on the board must complete the board application process during the annual application window, and/or during periods of time where vacancies need to be filled. Applicants must live inside the city limits, ETJ, or provide a service to the city (i.e., business) and be a registered voter.

**Board Charge at Formation** - Establish a board chair, co-chair, and secretary, and parliamentarian; and review the Purpose, and Mission Statement, and objectives to ensure they are consistent with the vision and mission of the board; as well as define 5 key initiatives to be achieved within 12 months of formation. Decide when the board will meet and the time.

### FOUNDATION OF THE BOARD

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The board's goals are to promote and support initiatives to strengthen a multicultural and diverse community by working in partnership with local government and community stakeholders by:

- Creating dialogue in local government, the city, and community that provides education, understanding, and empathy for ongoing issues minorities face in diversity, equity, and inclusion in our society, in leadership, and in community partnerships;
- Creating strategies for local government to better engage, celebrate, and promote the efforts of minority residents, by encouraging participation from minorities in local government, city initiatives, and city events;
- Making recommendations to local government and community leaders on ways to improve disparities in health outcomes, education, employment opportunities, and in criminal justice;
- Strategizing and make recommendations to improve marketing efforts to ensure the messaging of Bastrop is reflective of inclusivity across all demographics and is more representative of diversity in our community; and
- Build partnerships to support minority business, workforce development and multicultural events.
- Break silos in the community and in organizations that engage the community, through initiatives that promote unity and healing.
- Work to encourage and promote minority engagement in local government through volunteerism.

- Work the community task force on positive community policing in minority areas of the community.

### PURPOSE AND MISSION STATEMENT

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#### **Board Purpose**

The Bastrop Diversity, Equity and Inclusion Advisory Board will serve as a community led initiative working together in partnership with the Bastrop City Council and the community, to identify areas of improvement in local government, and city services in areas where a lack of diversity, equity, and inclusion exist, to ensure equitable access and inclusion of opportunities, benefits, and resources are available to all City of Bastrop Residents to ensure the City of Bastrop is recognized as one that publicly acknowledges the importance of equality in our city, and strives to build communities that are free from all forms of discrimination included but not limited to race, gender, religion, age, gender identity or expression, and disability.

#### **Board Mission Statement**

In acknowledging the history of discrimination and the impact of discriminatory belief systems that have negatively impacted upward mobility and equality for minorities in our nation, thereby creating a distrust of governmental agencies in minority communities; the mission of the Bastrop Diversity, Equity and Inclusion Board will serve as a bridge between the community and city government to identify areas where there is a noticeable lack of diversity, equity, and inclusion in city services and local government, and work to ensure long term equitable access and inclusion of opportunities, benefits, and resources for all City of Bastrop Residents.

**CHARGE OF THE BOARD**

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**Powers and Duties of the Board Shall be as Follows:**

- Examine practice and procedures of the city of Bastrop to identify strategies to create processes and services that recognize the needs and differences of all who live, work, and visit Bastrop.
- Review and recommend amendments that incorporate the values of diversity, equity, and inclusion into the city of Bastrop’s comprehensive plan.
- **Draft a Board Work Plan** that includes but is not limited to the following:
  - **Engagement in activities forums, community gatherings, and events that promote mutual understanding, as well as encourage residents to connect with one another.**
    - **Focus on engagement at boards and commission fair, (George and the City Manager’s office)**
    - **resident surveys on various topics. (needs a member)**
      - **Communication needs various outlets**
  - **Create strategies to distribute information to people of different cultures in culturally appropriate ways.**
    - **Create magnet or other informational piece (Anthony)**
    - Create **location map** of where services are located ( add to sub bullet regarding **dashboard on the website) (Nancy/Sheila)**
      - Partner with our social service agencies
      - Information at the Rec Center
      - Private home health, ER, doctor offices,
      - Review data – work on **translation of documents** into those languages – Spanish (At-Risk Population Profile)
      - All city facilities and also on the website
        - **When meetings are in executive session, conduct information sessions (Sheila)**
    - **Paid ads**
      - **Welcome packet to new residents (New utility bills) (Sylvia)**

## DIVERSITY, EQUITY, AND INCLUSION ADVISORY BOARD

Creating Opportunity for our local government to better

- Work with the City Manager to periodically conduct surveys when needed to gain feedback from the community in underserved areas.
  - **Review data to determine who the underserved areas are**
    - Start with the cultural arts/partner to determine if stats can be improved.
- **Identify to council policy and budgetary choices that negatively impact marginalized communities; and**
  - Balancing Act work with the City Manager (organically) **(Sylvia)**
- Work with the city to ensure that traditionally underserved populations are engaged thru public input sessions around master planning
- **Work collaboratively with our partners:**
  - Affordable Housing – Create programs in the future
  - Financial Education – Partner with BISD
  - Small Business Education
    - Partner with the EDC
    - Microloan expansion/flexible terms
    - **Website with a dashboard on information (Aimee in conjunction with IT)**
      - <https://www.cityofbastrop.org/page/social.services.contact>  
Add description – FAQ Highlight to better improve that folks can go here. – FAQ by Category to go here as default
      - Track analytics as a metric
      - Library – default page as the first page
      - **Welcome packet to new residents (New utility bills)**
  - Quarterly welcome session

### Rules of Procedure for the City Council and Boards & Commissions

<https://www.cityofbastrop.org/page/open/7655/0/RESOLUTION%20NO.%20R-2020-58%20AMENDING%20CITY%20COUNCIL%20RULES%20OF%20PROCEDURES.pdf>

**BASTROP DIVERSTY AND INCLUSION TASK FORCE BOARD RECOMMENDATION AND ITEMS FOR BOARD CONSIDERATION**

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**1. Promotion of Minority Business and Entrepreneurs**

- a. Minority Exposition Event to increase exposure for minority on businesses, artist, products, and service to the public and procurement.
- b. Partner with the area Chambers of Commerce and Bastrop Economic Development Corporation to host workshops for minority owned businesses.

**2. Promotion of Workforce Diversity**

- a. Educate minority businesses on opportunities and resources available for government contracting.
- b. Improve employment and workforce recruitment in minority communities.
- c. Improve trade and training opportunities in minority communities.

**3. Promotion of Multicultural Events and Area Businesses**

- a. Improve and increase city support of multicultural events;
- b. Build relationships with organizations to increase awareness and acknowledgement of our community's diverse historical heritage;
- c. Work with organizations to increase minority engagement and participation in all community events and programming.
- d. Work with main street advisory board, area chambers of commerce and visit Bastrop to seek ways in minority participation in local retail, restaurants, and hotels services.

## DIVERSITY, EQUITY, AND INCLUSION ADVISORY BOARD

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### BASTROP DIVERSTY AND INCLUSION TASK FORCE BOARD

#### MEMBER APPOINTMENT RECOMMENDATIONS

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**Sheila Lowe (City Resident)**

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512 297-4732

**Sumai Lokumbe (City Resident)**

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**Aimee Cook (City Resident)**

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512 934-7229

**Reverend Arthur Banks (City Resident – Mount Rose)**

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253 255-2721

**Jennifer (Jennie) Olsen McEwan (Tough Cookie - Downtown)**

[jenknee77@yahoo.com](mailto:jenknee77@yahoo.com)

512 549-9916

**Carly Bartee**

[carlybartee@gmail.com](mailto:carlybartee@gmail.com)

832 859-0790

**Christopher Higgins (Barber Shop Downtown)**

[mrchubbz512@gmail.com](mailto:mrchubbz512@gmail.com)

**Maria Montoya (City Resident)** – Head of Cultural Arts Board would be happy to help as a resource for cultural arts and education serving on a sub-committee

**Ryan Holiday (City Resident/Store Owner)** - Would be happy to help as a resource and/or serve on a sub-committee

**Catina Higgins White (City Resident)** - Would be happy to help as a resource and/or serve on a sub-committee

**Cynthia Sanders Meyers (City Resident)** - Would be happy to help as a resource and/or serve on a sub-committee