

# Equity Committee Comparison Matrix

Organization	Committee Title	Years Active	Purpose/Description	Notes
City of Lake Oswego	Diversity, Equity and Inclusion Task Force	2019 – 2020  Made permanent in 2021	<p>In May 2019, the City Council established the DEI Task Force with the following charge:</p> <ul style="list-style-type: none"> <li>To identify barriers to participation on the City’s boards and commissions and make suggestions to reduce those barriers</li> <li>To identify methods to increase the applicant pool for City job openings, and make suggestions for how the City can increase the diversity of its applicant pool</li> </ul> <p>In June 2020, the City Council broadened the scope to include:</p> <ul style="list-style-type: none"> <li>Changes in community engagement practices</li> <li>Ways to make City facilities and services more welcoming to diverse people</li> <li>How can we hire, train, retain, and support a diverse workforce?</li> <li>Ways to build relationships with people and groups who haven’t been traditionally involved with City services</li> </ul>	<p><b>Primary Activities</b></p> <ul style="list-style-type: none"> <li>11 committee members; 1 council liaison   September 2019</li> <li>Hired a group facilitator   Late 2019/Early 2020</li> <li>Introduction to City boards and commissions   February 2020</li> <li>Focus groups and surveys   August – October 2020</li> <li>Provided final report and recommendations to City Council   December 2020</li> </ul> <p><b>Relevant Documents</b></p> <ul style="list-style-type: none"> <li><a href="#">Resolution 19-31 Establishing a DEI Task Force</a></li> <li><a href="#">Resolution 19-49 Approving Appointments to the DEI Task Force</a></li> <li><a href="#">DEI Task Force Recommendations Report</a></li> <li><a href="#">Task Force Webpage</a></li> </ul> <p><b>Staff Contact</b> Charity Taylor, Management Analyst</p>
City of Beaverton	Diversity Advisory Board	Made permanent in 2013	<p>According to Beaverton Code, the purpose is to:</p> <ul style="list-style-type: none"> <li>Advise the City on diversity, equity, and inclusion strategies that improve outcomes for marginalized communities</li> <li>Assist the City in strengthening the relationship with diverse community groups, including historically underrepresented communities, specifically communities of color, immigrants, and refugees</li> </ul>	<p><b>Primary Activities</b></p> <ul style="list-style-type: none"> <li>13 members, 3-year terms; 1 council liaison</li> <li>Primary authors of City’s Diversity, Equity, and Inclusion Plan (updated every 4 – 5 years)</li> <li>Publish an annual report and report card on City’s implementation of the DEI Plan</li> <li>In 2020, focused on place naming (ex. Public Safety Center plaza naming process), business development and support (ex. Beaverton Night Market), and election year civic engagement (ex. Census)</li> <li>Recent agendas include presentations/discussions on Police Department’s Biased-based policing report, recommendations to council on ARPA funds, and mutual aid networks.</li> </ul> <p><b>Relevant Documents</b></p> <ul style="list-style-type: none"> <li><a href="#">Ordinance 4620 Amending City Code Relating to DAB &amp; Bylaws Adopted 2018</a></li> <li><a href="#">2020 Annual Report</a></li> <li><a href="#">DEI Plan 2019 Update Quick Guide</a></li> <li><a href="#">Board Webpage</a></li> </ul> <p><b>Staff Contact</b> Alexis D.R. Ball, Equity and Inclusion Manager</p>
City of Ontario	Diversity Advisory Committee	Established in 2017	According to Ontario Code, the purpose is to:	<p><b>Primary Activities</b></p> <ul style="list-style-type: none"> <li>7 members, 3-year terms; 1 council liaison</li> </ul>

			<ul style="list-style-type: none"> <li>• Provide a means of intentional communication between the community's diverse cultures and communities with the City's elected and appointed officials</li> <li>• Connect with community members of varying socio-economic circumstances to discuss issues, concerns, and problems that relate to the City</li> </ul>	<ul style="list-style-type: none"> <li>• Recent subjects include homelessness, 2020 Census, SNAP awareness, cultural representation on wayfinding signage, and representation at local events</li> </ul> <p><b>Relevant Documents</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Ontario Code Chapter 14 – Diversity Advisory Committee</a></li> </ul> <p><b>Staff Contact</b> Adam Brown, City Manager Peter Hall, Assistant City Manager</p>
City of Troutdale	Public Safety and Equity Advisory Board	Established in 2012  Equity component added in 2021	<p>According to Troutdale Code, the purpose is to:</p> <ul style="list-style-type: none"> <li>• Provide policy guidance to the City Council on matters of public safety and equity</li> <li>• Act as a liaison between public safety and interest groups and the City's elected and appointed officials</li> </ul>	<p><b>Primary Activities</b></p> <ul style="list-style-type: none"> <li>• 9 members; specific demographic requirements</li> </ul> <p><b>Relevant Documents</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Ordinance 861 Amending Troutdale Municipal Code</a></li> </ul> <p><b>Staff Contact</b></p>
City of Medford	Commission on Access, Diversity, Equity and Inclusion (CADEI)	Previously the Multicultural Commission  Code Change in 2021 to expand scope	<p>According to Medford Code, the purpose is to:</p> <ul style="list-style-type: none"> <li>• Identify and voice concerns to Council and City staff about issues related to access, diversity, equity and inclusion</li> <li>• Review and make recommendations to Council and City staff concerning City job descriptions, internal administrative regulations, and awareness trainings for City staff and volunteers</li> <li>• Facilitate removal of barriers by providing recommendations to the City Council on inclusive civic engagement process for how individuals access City services, the effectiveness of City strategic planning and marketing, and how community members can have their voices heard</li> <li>• Develop and recommend goals, actions, and strategies for the City's ADEI Plan</li> <li>• Provide input and advice to other City boards and commissions on DEI</li> </ul>	<p><b>Primary Activities</b></p> <ul style="list-style-type: none"> <li>• 7 members, 3-year terms</li> <li>• Recent agendas include presentations/discussions on art project, Medford 2040 Vision, DEI Action Plan, Proclamations, and Attending Other Commission Meetings</li> <li>• Upcoming agendas will include review of houselessness plan and other city projects with an equity component</li> <li>• Focus is outward. Internal group focuses on internal staff policies and employee issues</li> </ul> <p><b>Relevant Documents</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Medford Municipal Code Chapter 2.437 Commission on Access, Diversity, Equity and Inclusion (CADEI)</a></li> </ul> <p><b>Staff Contact</b> Bonnie Barasch, Human Resources Director</p>
City of Ashland	Social Equity and Racial Justice Commission	Established June 2021	<p>According to the webpage, the purpose is to:</p> <ul style="list-style-type: none"> <li>• Serve as an advisory board to the City Manager and City Council</li> <li>• Encourage understanding and celebration of the diversity of the City's population and visitors</li> <li>• Promote amicable inter-group relations within the City</li> <li>• Provide or facilitate human rights education and training opportunities for policymakers and the general public</li> <li>• Foster increased economic opportunities for BIPOC, LGBTQ+, and disabled persons, as well as other marginalized persons in the Ashland community</li> </ul>	<p><b>Primary Activities</b></p> <ul style="list-style-type: none"> <li>• Between 9 – 11 voting members; 1 council liaison</li> </ul> <p><b>Relevant Documents</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Social Equity and Racial Justice Commission Webpage</a></li> <li>• <a href="#">June 15, 2021 Staff Report with Commission's work plan</a></li> </ul> <p><b>Staff Contact</b> Elizabeth Taylor, Administrative Supervisor</p>

			<ul style="list-style-type: none"> <li>• Consult with other City advisory bodies and non-City entities on matters of mutual interest</li> <li>• Engage at least every two-years a broad spectrum of community members in gathering information on emerging issues and needs</li> <li>• Provide conciliatory services when approved by individuals, at mutual agreement from all members</li> <li>• Identify and rectify historic and contemporary systemic practices of racism, homophobia, sexism, classism, etc.</li> </ul>	
City of McMinnville	Diversity and Inclusion Advisory Committee	Established in 2021	<p>According to McMinnville Code, the purpose is to:</p> <ul style="list-style-type: none"> <li>• Advise the Council on policy decisions related to DEI</li> <li>• Make recommendations to the Council on public engagement strategies and methods</li> <li>• Advise the City on culturally responsive service delivery, programming, and communication strategies</li> <li>• Updating and overseeing progress on City’s Diversity, Equity, and Inclusion Plan</li> <li>• Oversee progress on applicable goals and objectives in Mac-Town 2032 Strategic Plan</li> <li>• Identify local leaders and build leadership capacity in McMinnville’s communities of color</li> </ul>	<p><b>Primary Activities</b></p> <ul style="list-style-type: none"> <li>• 9 members; 1 council liaison and 1 youth liaison</li> <li>• Recent agendas include onboarding to committee, land acknowledgements, department presentations</li> </ul> <p><b>Relevant Documents</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Diversity Equity and Inclusion Advisory Committee Webpage</a></li> <li>• <a href="#">Ordinance No. 5097 Establishing a Diversity, Equity, and Inclusion Committee</a></li> <li>• <a href="#">Ordinance No. 5103 Amending Municipal Code Specific to Membership</a></li> <li>• <a href="#">Resolution No. 2021 – 03 Appointing Members to DEI Committee</a></li> <li>• <a href="#">Resolution No. 2021 – 28 Appointing Members to DEI Committee</a></li> </ul> <p><b>Staff Contact</b> Kylie Bayer-Fertterer, Human Resources Director</p>