



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Betsy Rodriguez Ruef, Community Engagement Coordinator
Megan George, Deputy City Manager

DATE: February 13, 2023

SUBJECT:

Creation of the Tualatin Inclusion, Diversity, Equity, and Access (I.D.E.A.) Advisory Committee

EXECUTIVE SUMMARY:

Members of the Equity Committee Planning Group presented the ad hoc group's final report and recommendation to the City Council on the creation of the Tualatin Inclusion, Diversity, Equity, and Access (I.D.E.A.) Advisory Committee on November 28, 2022. The report included recommendations on the name of the committee, number of members, composition of membership, committee positions, and powers and duties of the committee.

The attached draft ordinance integrates the Equity Committee Planning Group's recommendations (see attached Equity Committee Planning Group Final Report) and the City's standard code language related to existing advisory committees, which include the Tualatin Planning Commission, Parks Advisory Committee, Core Area Parking District Board, Library Advisory Committee, Arts Advisory Committee, and the Architectural Review Board.

Staff is looking for direction from the City Council on revisions to the draft ordinance before it is brought forward for adoption.

BACKGROUND:

The idea for this initiative began with the Council Committee on Advisory Appointments (CCAA), which, at the time, included Councilors Bridget Brooks, Valerie Pratt, and Maria Reyes. The CCAA met on July 6, 2021 to review information on other cities' committees dedicated to issues of diversity, equity, and inclusion as well as refine their recommendation to the City Council.

On [October 11, 2021](#), the CCAA recommended the City Council create and appoint community representatives to serve on an ad hoc committee with the initial assignment of refining the scope of work for a permanent committee on this topic. They suggested the ad hoc committee consider building and strengthening relationships with the community as well as lowering the barrier to public participation in City government as primary objectives of the permanent committee. The City Council directed staff to begin putting together the ad hoc committee and assigned Councilors Cyndy Hillier and Christen Sacco to serve as liaisons.

Recruitment for the Equity Committee Planning Group began in February 2022, using a variety of tactics including print and digital advertising, social media posts and videos, individual and group outreach, and more. In total, 33 people submitted applications to serve on the Planning Group. The

CCAA conducted interviews in April 2022 and the City Council appointed 15 individuals to the Planning Group on [May 9, 2022](#).

The Planning Group met six times between June and November 2022 ([June 7](#), [July 12](#), [August 16](#), [September 13](#), [October 4](#), and [November 1](#)). Meetings were compliant with public meetings law and included an agenda distributed in advance and the preparation of minutes following the meeting. All meetings were held primarily in person, although a virtual option was made available for those unable to attend in person.

As stated previously, the Planning Group presented their recommendation to the City Council on [November 28, 2022](#).

OUTCOMES OF DECISION:

Staff will incorporate the City Council's feedback into the draft ordinance and bring it back for adoption at an upcoming meeting.

ATTACHMENTS:

- Presentation
- Ordinance Draft
- Equity Committee Planning Group Final Report