

Diversity, Equity and Inclusion Committee Staff Report

Date: September 9, 2025

From: Zoe Mombert, Assistant to the City Manager

Subject: Social Equity Framework

Recommended Action:

Review the draft document and provide any feedback and edits before making a recommendation to implement the Social Equity Framework.

Sample motion:

I move to recommend the Social Equity Framework: Events and Program Guidebook to the City Manager as a staff resource.

Background:

In January 2025, staff presented this project to the DEI committee for consideration to make Wilsonville's programs and events more welcoming, inclusive, and easy to access for everyone in our community. The project is intended to support four (4) actions in DEI Committee Strategic Plan

- Make existing programs, meetings, and events more inclusive for all community members
- Improve accessibility for everyone attending city events and meetings
- Share and apply best practices across all city departments
- Provide guidance for creating bilingual materials

In April 2025, the committee reviewed and provided input on the framework before discussing the first draft of the document at their July 2025 meeting. The draft Social Equity Framework: Events and Program Guidebook has been updated to reflect committee recommendations, when possible. There were items that could not be addressed at this time. These items are important and have been included as an appendix to the guidebook.

The guidebook was presented to the City's Executive Team (City Manager and Department Heads) at the end of August. There was an opportunity to provide input and share the draft with city staff.

The DEI Committee has the complete document for consideration.

Attachments:

Draft Social Equity Framework: Events & Programs Guidebook