

# 2023-2025 Commission Goals and Strategies



## Job Category

### June 2024 UPDATE

Department Contact:	Patrick Foiles, HR Director	Date:	6/4/2024
Percentage Complete:	20%	Target Completion:	6/2025

#### Goal 1.1 Human Resources (General Fund)

##### IMPORTANT OR RELEVANT DATES/MILESTONES: (LOOKING AHEAD AT THE NEXT 3 MONTHS)

Currently:

- **DEI Project Team** - meeting every other week to continue to plan and coordinate each step and effort involved in moving this work forward.
- Lamont (Triangle Advising) was recently onsite May 28 and 29, 2024.
  - Facilitated the first Employee DEI Workgroup meeting.
  - Facilitated the first Leadership DEI Training with Managers/Supervisors.

Next steps:

- **DEI Community Taskforce** - Triangle Advising will be working to recruit and fill the remaining positions of the taskforce and plans to hold the first meeting in July 2024.
- **Employee DEI Workgroup** will continue to meet on a bi-monthly basis. Next meeting's agenda include a review and provide feedback of a proposed all-employee stay survey. Next meeting is July 9<sup>th</sup> where the group will participate in a training and start talking about a plan to identify and address any concerns within the organization.
- **Taskforce and Employee Workgroup** employees will participate and be present at the Juneteenth event to share information about the work and provide an opportunity for engagement with community members.
- **Staff Training** – Next leadership training engagement has been scheduled for November 2024. Triangle Advising is currently working to schedule City Wide DEI 101 Trainings.
- **HR Policies and Practices** – Triangle Advising is working through an analysis of current practices.

**STATUS: (WHAT HAS BEEN DONE/IS BEING DONE)**

- City Commission authorized the contract with Lamont Browne with Triangle Advising. Staff finalized scope of work and contract April 2024
- City staff and the Triangle Advising team met and held a project kick-off meeting, April 12<sup>th</sup>. Since, had bi-weekly planning meetings to provide updates and discuss different topics:
  - Project communication strategies and opportunities (trail news, website, social media, Juneteenth event)
  - Project branding opportunities
  - Scheduling future training dates, meeting dates, etc.
  - Invitation, development, and coordination of the Employee DEI work group.
- Triangle Advising connected with the past members of the **Community Task Force** and reengaged with them, identifying eight (8) who have recommitting to participate in the next phase of the DEI Community Task Force.
- The project team asked for nominations and volunteers to participate in the Oregon City **Employee DEI Workgroup**. The group has 28 members representing all departments and all levels of the organization.

The first workgroup meeting was held 5/28. Lamont walked through the City's Goals and commitments to DEI and provided an overview of the current phase and objectives.

Future meetings scheduled for July 9, Sept. 24, Nov. 19, Jan. 7, March 4, May 6

- Triangle Advising conducted a **Leadership Training** session on May 29<sup>th</sup> with Oregon City leaders which included all management/supervisory personnel.
- City HR staff met with Triangle Advising to discuss and game plan future steps to analyze and evaluate the City's current recruitment and strategies and processes and recommend any changes to better ensure equitable employment opportunities and a more diverse workforce.
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