

2023-2025 Commission Goals and Strategies



Job Category

| June 2025 Update | | | |
|--|-----------------------------|---------------------------|---------------|
| Department Contact: | Patrick Foiles, HR Director | Date: | June 10, 2025 |
| Percentage Complete: | 100% | Target Completion: | June 30, 2025 |
| Goal 1.1 Promote Diversity, Equity, and Inclusion (DEI) for a Safe, Inclusive Community and Organization | | | |
| Important or Relevant Dates/Milestones: (looking ahead at the next 3 months) | | | |
| Currently: | | | |
| <ul style="list-style-type: none"> • DEI Project Team – has concluded its bi-weekly meeting which focused on the coordination of each step and effort involved in completing the work plan. • Lamont (Triangle Advising) was recently onsite, March 18 and May 6th to complete scheduled meetings. <ul style="list-style-type: none"> ○ Facilitated the sixth (6 of 6) Employee DEI Workgroup meeting. ○ Facilitated the sixth (6 of 6) DEI Community Task Force meeting. ○ Facilitated the fourth and final all-staff DEI Training with city employees. ○ Facilitated an additional Supervisor training in supporting outcomes and goals related to the Stay Survey. • Members of the DEI Task Force presented to the City Commission on May 7th. Darcy Southwell and Heidi Blackwell presented a summary of what the group has been working on and included a series of recommendations for the Commission to consider. • The Employee DEI Workgroup reviewed and provided feedback regarding City Recognition programs and had a discussion if they are working as intended. What sorts of things make employees feel valued? • The Employee Workgroup also reviewed and helped Triangle Advising develop a set of operating principles that will inform a future employee training with Lamont. The training will be centered around building a positive workplace culture that fosters a sense of value and belonging for all. | | | |

Status: (What has been done/Is Being Done)

- **DEI Community Taskforce** The last DEI Community Task Force meeting was held May 6th. The Committee discussed and confirmed a series of recommendations that the Committee wanted to present to the City Commission.
 1. Permanent Status
 2. Staff Liaison
 3. Multi-Cultural and Heritage Calendar
 4. Build Community Partnerships
 5. Engage the Community through Events, programs, and listening sessions.

The following chart outlines the agenda topics of the last three meetings:

| January 7 Meeting #4 | March 18 Meeting #5 | May 6 Meeting #6 |
|--|---|---|
| <ul style="list-style-type: none"> • Task Force Mission Statement • Cultural Calendar • Community engagement strategies • Event planning (Juneteenth, Pride, other?) | <ul style="list-style-type: none"> • Establish long-term priorities and responsibilities of task force • Design Community DEI Assessment Plan | <ul style="list-style-type: none"> • Identify ways to enhance Oregon City brand • Strategies to elevate youth voice • Plan for external partnerships |

- **Employee DEI Workgroup**

The DEI Workgroup met and completed the commitment of 6 meetings.

Over the last few months, the workgroup focused on exploring the future of the workgroup and what would its purpose be? The general purpose seemed to refocus on the concepts of “belonging”, a component of Diversity, Equity, and Inclusion. The work intertwined with the Stay Survey, the results, and the Action Plan to improve employee experience, the organization’s culture, and overall improve staff appreciation and a sense of belonging.

In the final meeting, Lamont presented an overview of the history and accomplishments of the Workgroup over the last 4 years and how all the work related to the City Commission’s Goal.

January, the work group discussed one of the areas of focus that came from the Stay Survey, Employee Recognition.

The group also reviewed a case study and worked through a “consultancy Protocol” to review, brainstorm, and reflect on the difficult situation presented in the case study. We were able to hear multiple perspectives, gather input, and work toward an action plan.

The Workgroup is also considering the future of the group and continuing to identify how they can add value to the City, employee experience, and develop a strong sense of belonging for all staff.

- **Staff Training** – all phases of planned training has been completed

Leadership DEI Trainings – 5/29 and 11/20

All staff DEI Training sessions – 9/25, 10/14, 11/20, 1/8

Additional trainings have been scheduled to support the Stay Survey Action Plan that was established. Trainings scheduled for 6/16 and 6/17.

- **HR Policies and Hiring Practices** –

Triangle Advising is assisting HR to develop a guideline document for hiring managers and panels that will incorporate best practices and improve consistency.

- Blind application review
- Interview panels – training and diversity
- Broad advertisement and try to reach underrepresented populations
- Develop inviting recruitment materials – demonstrate belonging
- Identify a collection of core competencies that the organization values.

- **Stay Survey – Results and Action Plan**

Triangle Advising continues to support the organization and its endeavors to create a welcoming and inclusive organization, where all employees feel a sense of **belonging** and feel recognized for the work and contributions to the organization.