



## MEMORANDUM

TO: Mayor and City Council  
FROM: Tom Crawford, Interim City Administrator  
DATE: September 25, 2020  
SUBJECT: Equity and Inclusion Status Report Quarter 1, FY2021  
Response to Resolution R-18-291 Resolution to Support One Community Initiative and Ongoing Equity Work

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Attached is the Quarter 1, FY21 Equity and Inclusion Status Report in response to City Council Resolution [R-18-291](#) - Resolution to Support One Community Initiative and Ongoing Equity Work. This resolution directed the City Administrator to provide quarterly status updates to Council on relevant measures and outcomes concerning community equity initiatives and issues.

cc: John Fournier, Interim HR Director, Assistant City Administrator  
S Sell, Human Resources Service Partner- Diversity, Equity & Inclusion Officer  
M Stults, Sustainability and Innovations Manager

### Report to City of Ann Arbor Council

### City of Ann Arbor Diversity, Equity and Inclusion Status Report

### Quarter 1, FY 2021

City Council Resolution [R-18-291](#) – Resolution to Support One Community Initiative and Ongoing Equity Work was approved on July 16, 2018.

The following is a summary of equity advances made for Quarter 1:

**Completed Projects:**

**Ann Arbor Housing Commission:**

The Ann Arbor Housing Commission housed 40 new very low-income families in the past 90 days.

- Homeless Veterans: 4
- Family Unification Vouchers -Families at risk of losing children due to housing situation: 1
- Family Unification Voucher-Youth aging out of foster care at risk of homelessness: 1
- Non-elderly Disabled Households: 13
- AAHC Properties: 6
- Avalon Properties: 4
- Housing Choice Vouchers: 11
- \*Homeowners: 7

Of those 40 newly housed families:

- Black 24
- White 13
- Other 3
- Female 23
- Male 17

\*AAHC pre-approved seven current Housing Choice Voucher participants for Homeownership. All seven families are in the process of a home search.

Outreach and Community Engagement Activities:

- On Tuesday, July 28th the AAHC Board adopted a resolution supporting the Black Lives Matter Movement. Attached is a copy of the resolution for your convenience.
- The AAHC is a partner with Washtenaw Coordinated Entry Consortium and the Ann Arbor VA Hospital. AAHC commits to housing 16 homeless families referred by the Consortium and 3 families from the VA.
- The League of Women Voters Ann Arbor Area, Unitarian Universalist Civic Engagement Group (UUCivs), and the Ann Arbor Housing Commission (AAHC) have been working for a couple of months to organize an event to get people registered to vote. Together, we are hosting two non-partisan Voter Registration/Absentee Ballot drive events. These events will take place on Tuesday September 22<sup>nd</sup>, 2020 at Miller Manor (727 Miller Ave./Ann Arbor, MI) from 11am-2pm in the Community Room, and at Baker Commons (106 Packard St./Ann Arbor, MI) from 3pm-5pm in the Community Room.

- AAHC opened the Housing Choice Voucher and Affordable Housing waiting list for the entire month of August. During which time we received a total of 7,142 applications:

	Housing Choice Voucher Program	Affordable Housing Program
Applications	4219	2923
Race – Black	2,913	1946
Race - White	918	696
Race – Other	388	281

**Employment Opportunities:**

- On July 27<sup>th</sup>, AAHC hired a Maintenance Technician.
- AAHC is currently accepting applications to hire a temporary Maintenance Technician and Occupancy Specialist.

**AAHC Happenings in Response to COVID-19**

- AAHC recently purchased the RentCafe Resident Portal as an added feature to our Property Management Software, Yardi. Resident Portal will give our current residents the ability to complete eligibility paperwork online, in addition to request work orders and pay their rent all online.
- Report on AAHC expenditure of \$200,000 in City funding related to COVID-19 as of September 16, 2020
- Below is a budget on how we have used both City and HUD funds related to COVID-19 as well as actual expenditures. Our plan is to spend City funds first, then spend HUD funds. The reason is two-fold – for FEMA reimbursement first and then HUD reimbursement. HUD funds must be spent by December 31, 2020. If we have not expended all our HUD funds by December 31st then we will reimburse the City with the balance of our HUD funds.

Description	Vendor	Location	Estimated Amount	Expended as of September 16, 2020
New office supplies & equipment related to staff telecommuting & offices closed to the public, includes drop off boxes for tenants	Variety	Variety	\$6,000.00	\$12,107.70
Security Guards 24/7	Teachout	Baker Commons	\$80,000.00	\$64,655.82
Security Guards evening & weekend	Liberty Security	Miller Manor	\$73,000.00	\$56,140.93
Hiring tenants for additional cleaning	Elliot & Schultz	Baker & Miller	\$18,000.00	\$8,653.60
Additional Janitorial Services	Blessings	All AAHC properties	\$12,000.00	\$2,937.88
Additional janitorial supplies & Personal Protective Equipment (PPE)	Variety	All AAHC properties	\$8,000.00	\$17,113.40
Payment of overdue rent & fees for AAHC tenants as of March 18th in the court process for non-payment. All tenants whole as of March 18	Tenants	All AAHC properties	\$60,000.00	\$60,195.91
Late fees & court fees for tenants living with private landlords, once the stay on evictions is lifted to help prevent evictions	Landlords	All voucher programs	\$6,000.00	
Groceries and meals for tenants as well as computer tablets for community centers for youth school access	Avalon, CAN, PNC	Miller, Baker, GBC, Hikone, W. Arbor, Maple Meadows	\$58,000.00	\$36,168.35
Security Deposits & Application Fees for new tenants (primarily NED)	Landlords	All voucher programs	\$50,000.00	\$14,694.85
Pay tenant damage fees to retain private landlords for voucher programs	Landlords	All voucher programs	\$20,000.00	\$1,899.00
Tenant moves that are urgent	Moving companies	All AAHC properties	\$10,000.00	\$1,875.14
Health Services such as a Computer for Telemedicine and health screenings if we have cluster of positive tenants on properties with common areas	Avalon/Packard Health	Baker, Miller, Broadway	\$7,000.00	\$550.96
Furniture & kitchen supplies for new move-in homeless households due to closed used furniture stores	Variety	All AAHC properties	\$7,000.00	\$3,714.57
Software module for tenants to make on-line payments and portal for tenants to upload documents for eligibility and income certifications	Yardi	All voucher programs	\$10,000.00	\$2,122.18
Hotels for tenants to self-isolate away from family members who test positive for COVID-19	Variety	All AAHC properties	\$26,462.00	\$3,794.70
Miscellaneous	AAHC	Section 8 Program - CARES Act Admin Fee Funding		\$16,274.62
Vehicles	AAHC	All AAHC properties		\$32,253.50

**TOTALS** \$451,462.00 \$335,153.11

## City Administrator's Office:

Neutral Zone/City of Ann Arbor Partnership *Future Corp Program* update:

- Due to the COVID-19 pandemic, and work from home orders from the Governor's office, the start date for 6 youth from [Neutral Zone](#) participating in the first-year pilot for Future Corp Program is postponed until Qtr2 FY21. Planning between the City and Neutral Zone is in process to bring Future Corp participants on board in a safe manner at the City within those units that can support onsite job training. Hiring was originally to take place March/April 2020. The Future Corps Program involves youth (ages 18-21) and provides work experience in city government, service areas, units with the end goal of providing program participants with first-time work experience.

## Community Engagement:

- **Electronic meeting recording:** Video recording of electronic public meetings is becoming part of the City's standard engagement process. Video recording links will be posted to the project webpage following an engagement activity. Video recording links should help to improve inclusivity by making meeting content accessible, even to those who are not able to attend at the scheduled time.
- **Zoom-polling:** Staff have been leveraging the polling feature within Zoom to gather real-time, anonymous feedback from meeting participants during public engagement. This allows for all participants to contribute feedback on important questions, regardless of whether they are comfortable speaking aloud or submitting written comments.

## Human Resource:

- The City's Recruiting team has partnered with eQuest a posting vendor with the opportunity to post the City's open positions with more visibility to diverse candidates. eQuest will automatically deliver our postings to local community-based organizations, associations, colleges, universities, vocational centers, and rehabilitation centers within a 50-mile radius. This is a posting solution to reach veterans, women, minority, disability and LGBTQ candidates.
- SDS Global Enterprises, Inc, the City's DEI consultant, is administering the Intercultural Development Inventory (IDI), which is a Cross-Cultural Competence Assessment. Participation will include 60 of the City of Ann Arbor leaders.

The Intercultural Development Inventory is the only premier theory-based assessment of intercultural competence that allows us to see an individual's or group's progression along a continuum of cross-cultural competence. It is used by thousands of individuals and organizations when building intercultural competence to achieve diversity equity, and inclusion goals and outcomes. It has been developed and tested using rigorous cross-culturally validated psychometric protocols with over 220,000 respondents from a wide

range of cultural groups and countries. By assessing how the individual leaders' capability to shift perspective and adapt behavior to cultural difference and commonality is reflected in their answers, we will create an aggregate profile of how the leadership team works across intercultural differences. In this assessment, intercultural competence reflects the degree to which cultural differences and commonalities in values, expectations, beliefs, and practices are effectively bridged, an inclusive environment achieved, and specific differences that exist in the organization's culture are addressed from a mutual adaptation framework. Detailed group and subgroup reports can be produced to provide the group and organization a comprehensive picture of intercultural competence.

- Municipal Equity Index information from the City was submitted to Human Rights Campaign Foundation by July 30, 2020. The final score for 2019 was 100 points (maximum) plus 5 bonus points

### **Parks and Recreation:**

- It has recently come to the attention of the City of Ann Arbor that a public park and street are likely named after a known eugenicist, Alexander Winchell. In this time of national reflection and dialogue on racial justice, the City Council members who represent the area (Councilmembers: Ackerman & Grand) are facilitating a process to rename the park and street. It is important to take steps to stop celebrating those whose legacies perpetuate white supremacy and start celebrating leaders of color whose stories will inspire our future.

To start the process, PAC created a subcommittee to investigate renaming Winchell Park. File # 20-1172 Version: 1 Name: Resolution to Appoint a Park Naming Committee for Renaming Winchell Park resolution that was passed on August 3.

### **Current or Ongoing Projects:**

- Due to the Covid-19 emergency, the following were postponed to FY21 in the DEI strategic plan development:
  - Administer an online Inclusion & Engagement survey to all City staff, by Qtr.2 FY21.
- DEI training for all employees to begin Qtr. 2 and 3 FY21
- Present an equity update to the Disabilities Commission Qtr. 2 FY21
- Continue work with Washtenaw County in the "One Community" efforts- Ongoing
- Update the MDOT Title VI and LEP (Limited English Proficiency) Plan requirements and published to the HR website