



MEMORANDUM

TO: Mayor and City Council
FROM: Howard S. Lazarus, City Administrator
DATE: March 29, 2019
SUBJECT: Equity and Inclusion Status Report Quarter 3, FY2019
Response to Resolution R-18-291 Resolution to Support One Community Initiative
and Ongoing Equity Work

Attached is an 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: R Wilkerson, Human Resources and Labor Relations Director
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 3, FY 2019

City Council Resolution [R-18-291](#) – Resolution to Support One Community Initiative and Ongoing Equity Work was approved on July 16, 2018. The following are completed and current projects at the City of Ann Arbor related to Equity:

Completed Projects:

From the HR Team:

- References completed for DEI Consultant for the RFP #18-34 proposal. Consultant selected and awaiting approval from Council. The goal of securing a consultant is to guide the City of Ann Arbor in the development of a comprehensive DEI plan and a successful and sustainable Diversity, Equity and Inclusion organizational transformation
- Presentation by Dr. Shirley Davis, DEI consultant, on *Cultivating a More Diverse and Inclusive Workplace Culture* on February 20, 2019. 35 City staff and community partners attended.
- The City has adopted Governor Whitmer’s executive order, #2019-10 prohibiting executive branch officials from inquiring into an applicant’s compensation history until the department or agency makes a conditional offer of employment, complete with an explanation of proposed compensation. It is the governor’s view that asking job applicants about their salary histories can inappropriately perpetuate the gender wage gap by enabling prospective employers to offer lower salaries to women than they otherwise would.” The directive also prevents the hiring agency from gathering an applicant’s salary history information elsewhere, but it does not prevent an applicant from voluntarily disclosing that information
- The City is following the Michigan Paid Medical Leave Act. Eligible temporary employees shall earn sick leave based on the amount of straight time hours paid in a two (2) week pay period. 1 hour is earned for every 35 hours worked with a 40 hours maximum earned per 1 year.
- Expanded the definition of immediate family members to HRPP Sick time policy in accordance with the Michigan Paid Medical Leave Act.
- The City DEI Officer attended with the OSI team the first annual Michigan Climate Action Conference in Grand Rapids. Equity was a main theme of the conference
- Gold award recognition: The City was recognized with a gold award from the Michigan Breast Feeding Network for being a Michigan Breast-Feeding Friendly Workplace. The plaque is posted outside the mother’s room on the third floor of Larcom City Hall
- DEI Officer arranged a meeting with City Parks and Recreation Supervisors and Michigan Ability Partners (MAP) to discuss incorporating MAP’s youth program for the summer with Parks and Recreation. MAP’s youth program (14-26 years old) prepares youth with Individualized Education Plans (IEP) for the work environment. MAP has been around since

1985, serves as an advocate, and helps to create opportunities for Veterans, people with disabilities, mental illness, addictions and those experiencing homelessness

From the City Clerk Team:

- On February 21, the Clerk’s Office, in collaboration with the Information Technology department, launched a new web-based sign up form for the City’s Permanent Absentee Voter List
 - Voters on this list receive absentee ballot *applications* by mail automatically each election
 - The applications for those on the permanent list are sent out 6-8 weeks prior to each election. In order to receive a ballot, voters on the permanent list must still complete and sign the application each election

Although voters have always been able to sign up for the permanent absentee voter list by contacting the Clerk’s Office, this new tool reaches a much larger segment of voters. In the first 2 weeks, the rolls of the Permanent Absentee Voter List grew approximately 15%. Enrollment in the Permanent Absentee Voter List will ease some of the problems traditionally associated with voting in person, including transportation, childcare, and work schedule conflicts by streamlining the process for voting by mail. Voters can complete the [Permanent Absentee Voter List Sign Up Form](#) online or call or email the City Clerk's Office to sign up!

Additional information regarding the Permanent Absentee Voter List can be found on our [Permanent Absent Voter List Frequently Asked Question Sheet](#). (PDF)

From the Ann Arbor Housing Commission:

Family Unification Program (FUP): The AAHC was awarded 32 FUP vouchers by HUD. FUP vouchers are for families who are in danger of losing their children due to their housing situation or who are unable to reunite with their children due to their housing situation. FUP vouchers are also for youth between 18-22 who have aged out of the foster care system and also have unstable housing situations. We are partnering with the Michigan Department of Health & Human Services, Ozone House, and the local Continuum of Care to identify eligible households and to assist them with lease-up.

Second Baptist Church: Dr. Steven Daniels, Pastor at the Second Baptist Church, provided 28 turkey dinners with all the trimmings for AAHC residents as well as 29 bikes for kids living at AAHC properties. The tenants greatly appreciated the amazing food and the laundry baskets the food came in.

Non-Elderly Disabled Mainstream Voucher: The AAHC is partnering with 11 local non-profit agencies to administer 45 NED Voucher's awarded by HUD, all of whom serve persons with disabilities as a cornerstone of their non-profit mission or public agency purpose. NED HCVs enable non-elderly disabled families to lease affordable private housing of their choice. NED vouchers also assist persons with disabilities who often face difficulties in locating suitable and accessible housing on the private market. The target population for the NED program are any household that includes one or more non-elderly person with disabilities. The 11 partner agencies are:

- (AACIL) Ann Arbor Center for Independent Living, a non-profit service provider for persons with disabilities
- (AAHDC) Ann Arbor Housing Development Corporation, a non-profit created to provide financial support and tenant service support to the Ann Arbor Housing Commission
- Avalon Housing, a non-profit permanent supportive housing and service provider for persons who are facing homelessness, have disabilities, or have other special needs
- (CSS) Catholic Social Services Offender Success Program, a non-profit services provider with a focus on assisting persons coming out of the prison system successfully re-enter society
- (IHN) Interfaith Hospitality Network, a non-profit shelter for families and Rapid Rehousing provider for persons who are facing homelessness, have disabilities, or have other special needs
- (MAP) Michigan Ability Partners, a non-profit permanent supportive housing and service provider for persons who are facing homelessness, have disabilities, or have other special needs
- Salvation Army, a non-profit that provides shelter for families, services for veterans, and is the local Housing Assessment and Resource Agency (HARA) for the Continuum of Care Program in Washtenaw County, which we call Housing Access of Washtenaw County (HAWC)
- (SAWC) Shelter Association of Washtenaw County, a non-profit shelter individuals for persons who are facing homelessness, have disabilities, or have other special needs
- (SOS) SOS Community Services, a non-profit shelter for families and Rapid Rehousing provider for persons who are facing homelessness, have disabilities, or have other special needs
- (WCCMH) Washtenaw County Community Mental Health in partnership with the Washtenaw County Sheriff's Department institutional settings for persons who are facing homelessness, have disabilities, or have other special needs
- (WCOCED) Washtenaw County Office of Community and Economic Development in partnership with the Washtenaw Housing Alliance who manage the Continuum of Care process

Waitlist Opening: The AAHC received over 4,300 waitlist applications and randomly selected 600 applications to be on the waitlist. The applicant demographics are below:

White	845
Black	3093
Asian	23
American Indian	8
Pacific Islander	16
Multiple Race	316
No Identification	2
Hispanic	137
Non-Hispanic	4166
Female	3375
Male	928
Average Annual Income	\$10,948
Average Household Size	2 Persons
Near Elderly (Age 55-60)	602
Elderly (Age 62 and older)	187
Disabled	1532
Homeless	1683
Non-Elderly Disabled (Age 18-61)	1369

The “AAHC Resident Characteristics Report” (11/1/17 – 2/28/19) is attached for additional information

From the Office of Sustainability and Innovations Team:

- Pending funding from U-M, the Office of Sustainability and Innovations is hoping to host an Equity intern this summer to work on community outreach and energy efficiency programs
- Dr. Reames’ equity scan of the City’s Climate Action Plan and our Office work plan is underway and should be finalized by the end of March
- Under direction of Administrator Lazarus, staff is exploring the feasibility of adding Youth Commissioner spots on the Environmental and Energy Commissions
- Staff is leading an effort to develop a grant application to allow Ann Arbor and other cities to visit Los Angeles to learn about the groundbreaking low income EV car sharing program, BlueLA
- Staff in the Office of Sustainability and Innovations were part of a winning peer-learning grant application focused on resiliency hubs. In early March 2 staff from the Office will meet with peers in 4 other cities to workshop their resilience hub engagement strategies.

- Staff has been engaging with two groups of UM undergraduates on greening rental housing with an emphasis on student renters and closing the split incentive divide (landlord pays for improvements but tenant pays utilities)
- OSI staff attended the first annual Michigan Climate Action Conference in Grand Rapids. Equity was a main theme of the conference
- Staff sent out information about the state’s Home Heating Credit to the Sustainability email list
- OSI staff are starting preparations to support a second cohort through the Equity Foundations training
- OSI staff are finalizing a fact sheet on climate change and health, which highlights the disproportionate impacts vulnerable populations face from a changing climate
- OSI staff hosted the second Sustainability Forum of 2019, which focused on adapting to a changing climate

Current or Ongoing Projects:

- Council approval of a DEI consultant that will assist the City with creating and implementing a Diversity, Equity and Inclusion plan- Quarter 4 FY 2019
 - Begin phase I of a DEI strategy- Quarter 1 FY 2020
- HR Recruiter, Jonte Clarke is facilitating a City of Ann Arbor Community Youth Job Fair on Saturday, April 27, 2019. Outreach efforts to schools and organizations within the Washtenaw County area that assist disadvantaged youth groups have been very positive. The youth range in age from 16-26 and may have various challenges. The recruiting team’s goal is to assist with training in resume building, interviewing, and overall employment experience. The available positions will primarily consist of Parks and Recreation, seasonal jobs
- DEI Officer to attend University of Michigan DEI- departmental meeting on April 17th
- Continue work with Washtenaw County in the “One Community” efforts- Ongoing
- Presentation scheduled on equity updates to the HRC group- Quarter 4 FY 2019
- Present an equity update to the Disabilities Commission – Quarter 4 FY 2019
- Update training to City Customer Service areas for MDOT Title VI and LEP (Limited English Proficiency) requirements Quarter 4 FY 2019

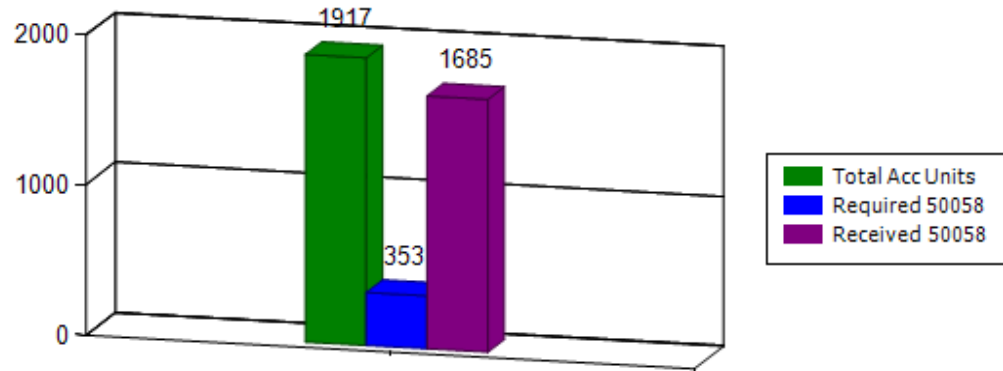
Resident Characteristics Report

Program Type: All AAHC Programs - including properties that the AAHC owns and manages with project-based vouchers

Effective Dates Included: 11/01/2017 through 02/28/2019

Units Information

ACC Units	Family Report (50058) Required	Family Report (50058) Received
1917	353	1685



The AAHC has the authority to lease up to 1917 Vouchers

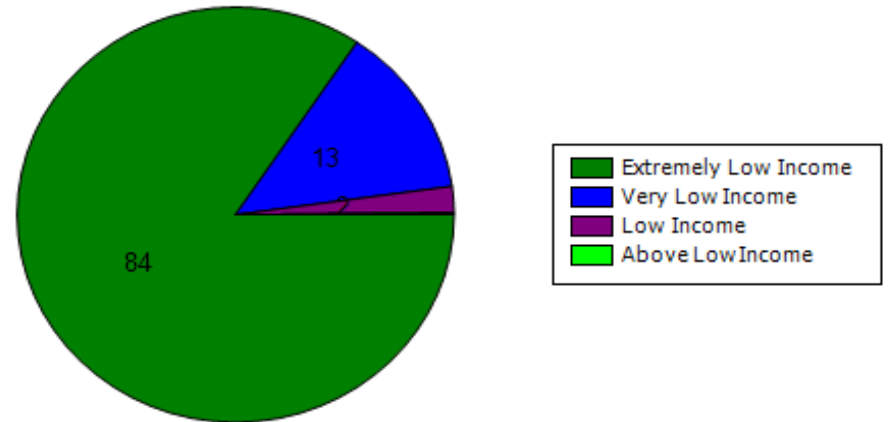
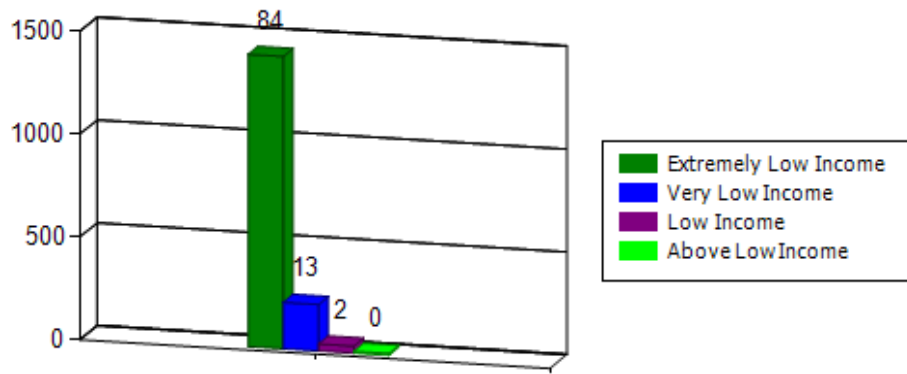
However, the federal HUD budget does not provide enough funding to lease 1917 Vouchers

Based on HUD funding, the AAHC has leased 1685 Vouchers

Income Information

Distribution by Income as a % of total AAHC Households

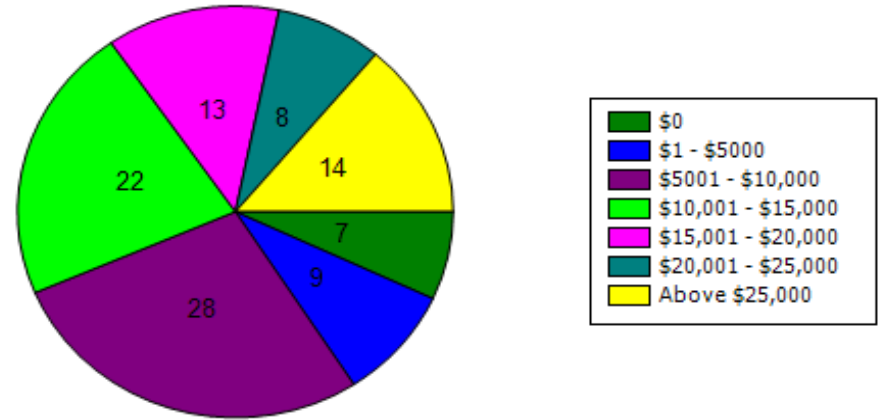
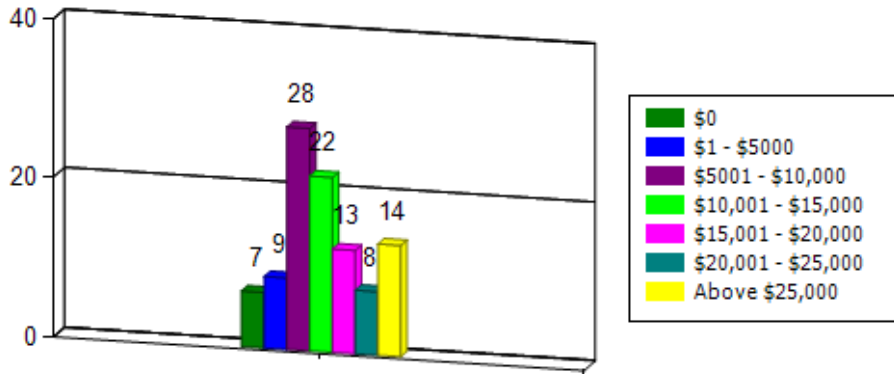
Extremely Low Income, 0% - 30%		Very Low Income, 31% - 50% of Median		Low Income, 51% - 80% of Median		Above Low Income 81% + of Median	
Count	Percent	Count	Percent	Count	Percent	Count	Percent
1422	84	226	13	34	2	3	0



Average Annual Income (\$)
Average Annual Income
\$14,218

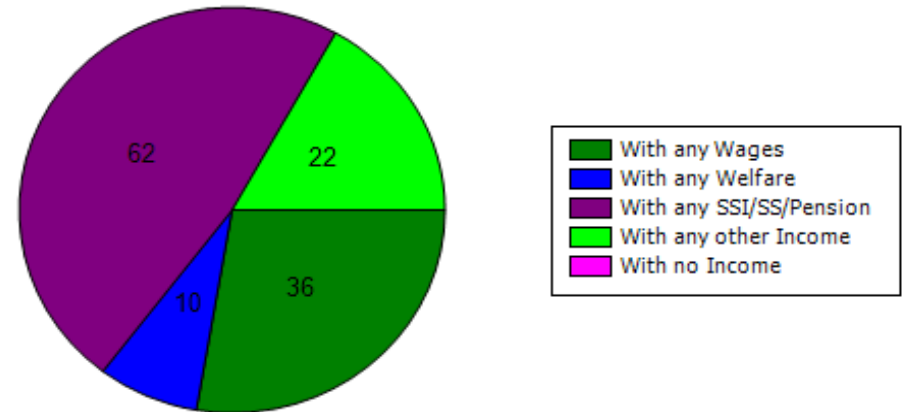
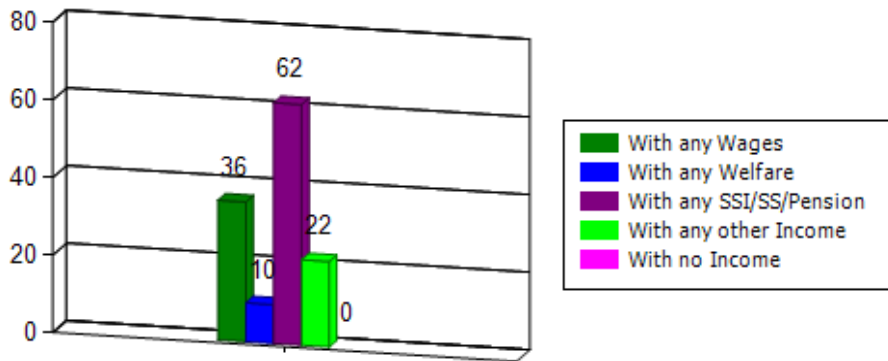
Distribution by Income as a % total AAHC

\$0	\$1 - \$5000	\$5001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$25,000	Above \$25,000
7	9	28	22	13	8	14



Distribution by Source of Income as a % of AAHC Households ** Some families have multiple sources of income **

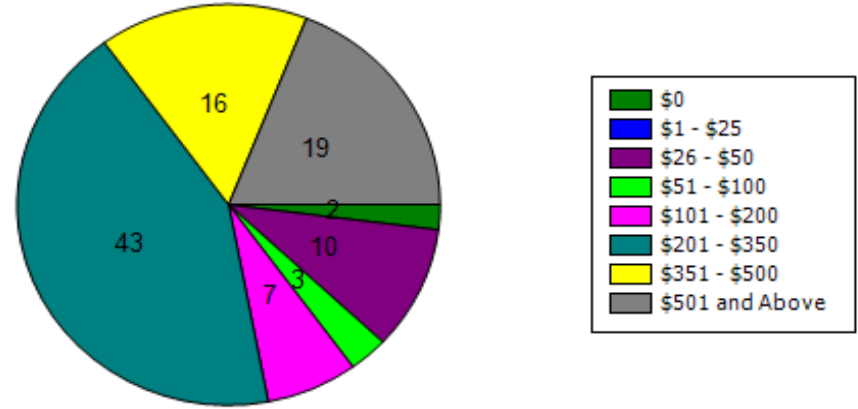
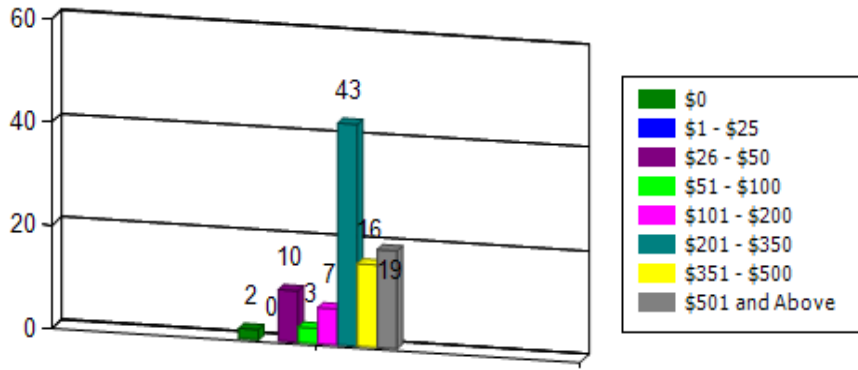
With any Wages	With any Welfare	With any SSI/SS/Pension	With any other Income	With no Income
36	10	62	22	0



Monthly Rent paid by Family/Family Type Information (including utilities)

Distribution of Tenant Rent by % of AAHC tenants

\$0	\$1 - \$25	\$26 - \$50	\$51 - \$100	\$101 - \$200	\$201 - \$350	\$351 - \$500	\$501 and Above
2	0	10	3	7	43	16	19



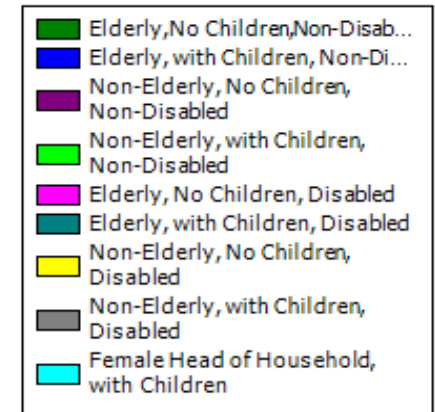
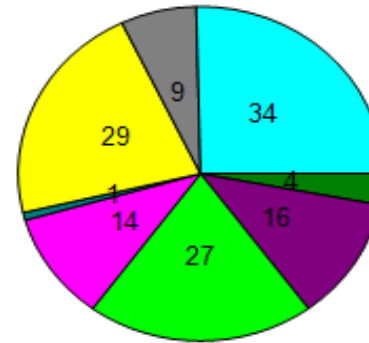
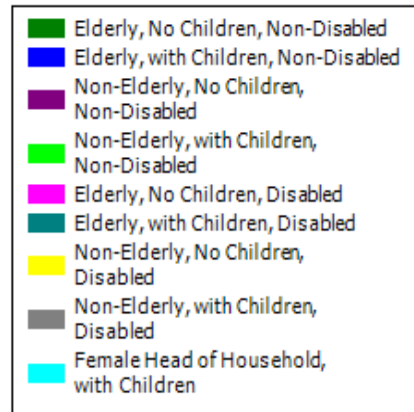
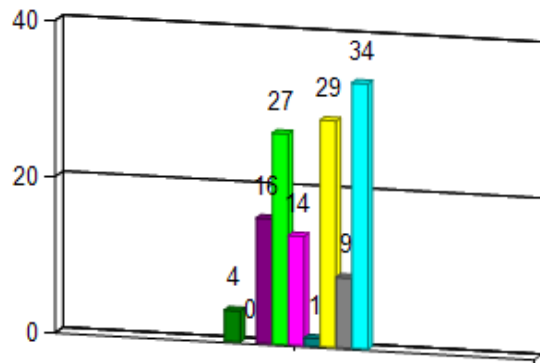
Average Monthly Tenant Rent

Average Monthly TTP	
	336

Distribution of Family Type as a %

Elderly, No Children, Non-Disabled		Elderly, with Children, Non-Disabled		Non-Elderly, No Children, Non-Disabled		Non-Elderly, with Children, Non-Disabled		Elderly, No Children, Disabled		Elderly, with Children, Disabled		Non-Elderly, No Children, Disabled	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
69	4	7	0	263	16	462	27	235	14	12	1	492	29

Non-Elderly, with Children, Disabled		Female Head of Household, with Children	
Count	Percent	Count	Percent
154	9	565	34



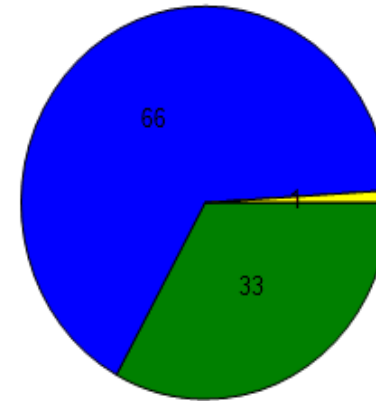
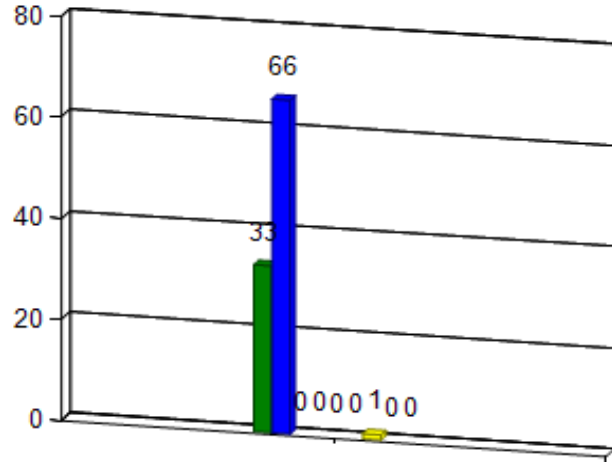
Average Monthly Rent Paid by Family Type (\$)

Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-Elderly, No Children, Non-Disabled	Non-Elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled	Non-Elderly, with Children, Disabled	Female Head of Household, with Children
314	596	303	381	312	437	302	402	381

Family Race/Ethnicity

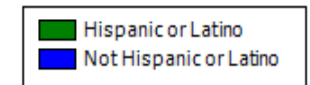
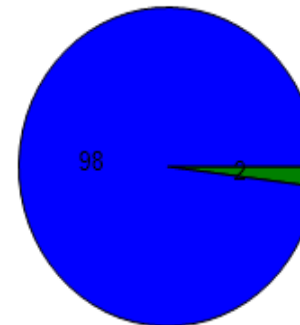
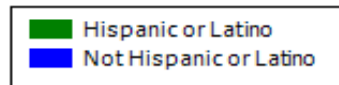
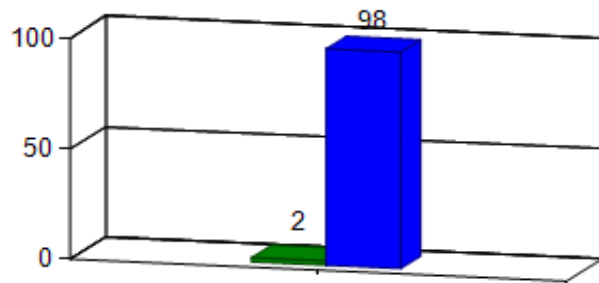
Distribution by Head of Household's Race as a % AAHC tenants

White Only	Black/African American Only	American Indian or Alaska Native Only	Asian Only	Native Hawaiian/Other Pacific Islander Only	White, American Indian/Alaska Native	White, Black/African American	White, Asian	All Other Combinations
33	66	0	0	0	0	1	0	0



Distribution by Head of Household's Ethnicity as a %

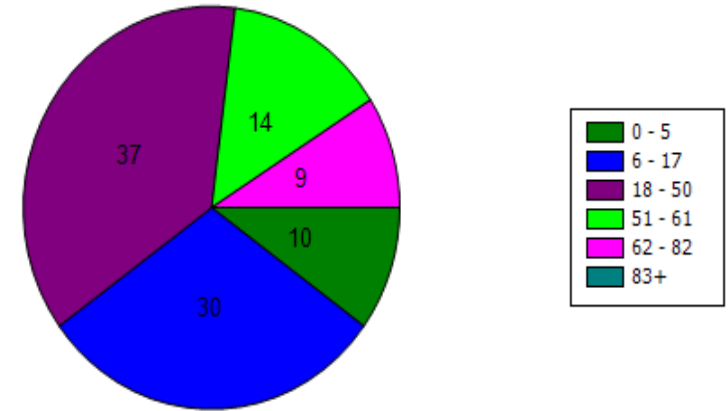
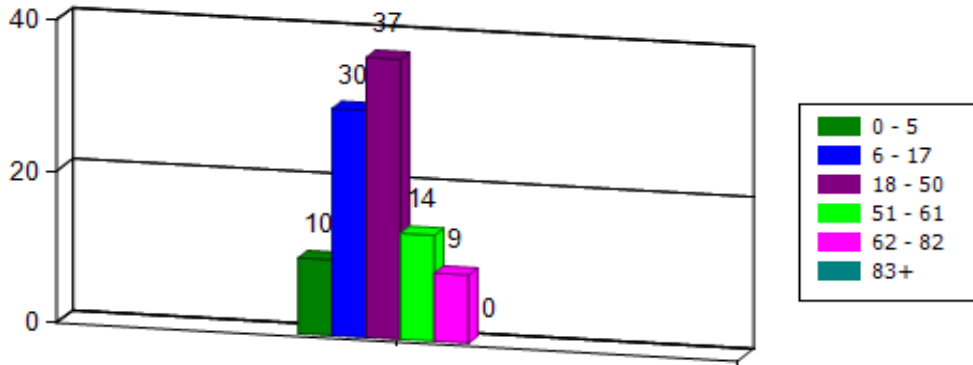
Hispanic or Latino	Not Hispanic or Latino
2	98



Household Information

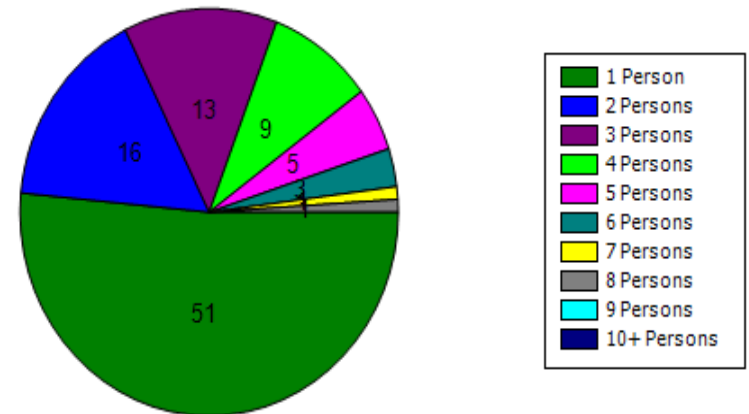
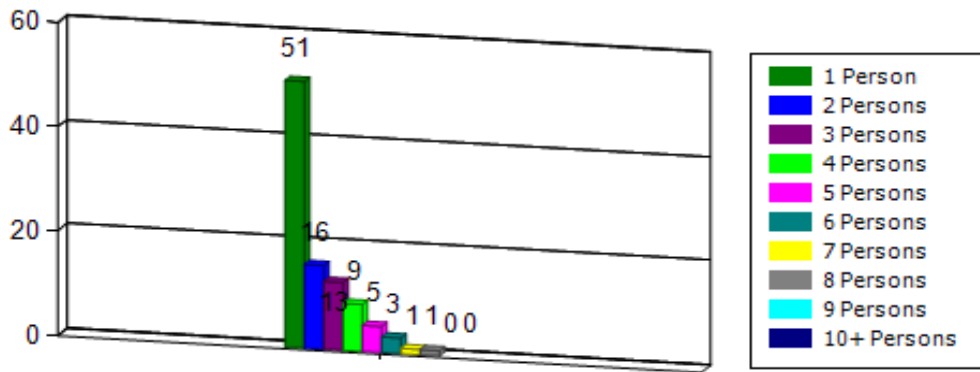
Distribution by Household Member's Age as a % of All Household Members

0 - 5		6 - 17		18 - 50		51 - 61		62 - 82		83+	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
367	10	1124	30	1359	37	519	14	332	9	10	0



Distribution by Household Size as a %

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons	9 Persons	10+ Persons
51	16	13	9	5	3	1	1	0	0

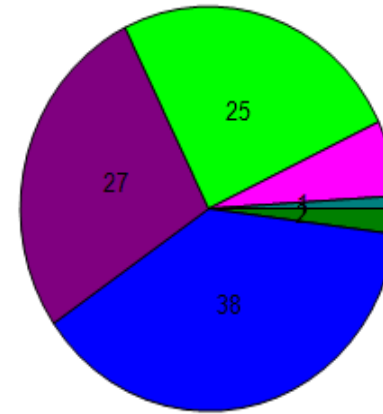
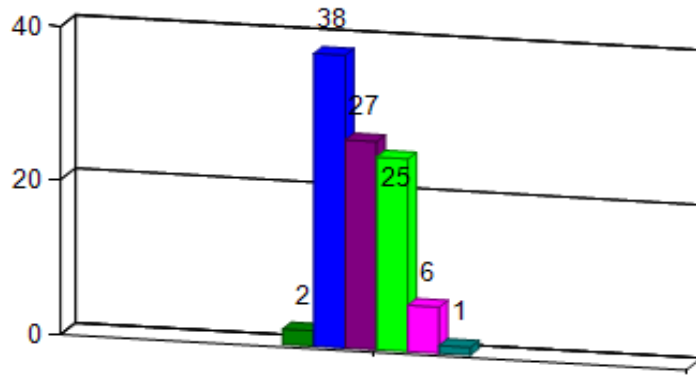


Total Household Members and Average Size

Total Number of Household Members	Average Household Size	Number of Households
3711	2	1685

Distribution by Number of Bedrooms as a %

0 Bedrooms	1 Bedroom	2 Bedrooms	3 Bedrooms	4 Bedrooms	5+ Bedrooms
2	38	27	25	6	1



Length of Stay Information

Distribution by Length of Stay as a %

Less than 1 year		1+ to 2 years		2+ to 5 years		5+ to 10 years		10+ to 20 years		Over 20 years	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
209	12	140	8	506	30	313	19	418	25	96	6

