



TO: Mayor and Council

FROM: Milton Dohoney Jr., City Administrator

CC: Laura Orta, Director, Office of Organizational Equity

SUBJECT: Response to R-18-291 Resolution to Support One Community Initiative and Ongoing Equity Work

DATE: June 26, 2024

Attached please find the FY 2024 Quarter 3 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.

As a part of the evolution of the newly established Office of Organizational Equity (OEE), the quarterly reporting structure and content has been and will continue to be revised to improve ongoing measurement, monitoring, and evaluation efforts of diversity and equity efforts.

Alignment of reporting content to this structure will take place over the next twelve months to avoid placing undue burden on the reporting offices/departments/service units.

The reporting of data and its accuracy is the responsibility of each office, department, or service unit.

The OEE has included the following elements of its work for consideration in this quarterly report.

- Environment and context changes that have impacted equity and diversity in Ann Arbor
- Employee activities particularly focused on increasing equity and diversity in City of Ann Arbor policies and service delivery

- Surveys and feedback opportunities that provide insight into diversity and equity
- Departmental training to address and improve DEI
- Policy changes focused on improving equity and diversity
- Demographic data of services and metrics
- Barriers to discovery of DEI issues or effective resolution

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City Administrator Services

Office of Organizational Equity

Initiative	Status
Established Employee Education Resource Groups	3
Employee DEI committee	Monthly meetings
Percent of regular classed employees that have completed initial diversity training	98.92%
Administrative Policies Reviewed for DEI content concerns	Ongoing
	Yearly
Percent of Human Resources Policies Reviewed for DEI content concerns	Ongoing
Anticipated completion Review cycle	
Compliance with quarterly reporting requirements	Yes
Collection of bidder demographics R-23-232	Yes, FY2024 Report Attached
External facing webpage	Established https://www.a2gov.org/departments/city-administrator/Office-Organizational-Equity/Pages/default.aspx
OOE Ambassadors Program Implementation	0%
Ambassadors recruited	Initiated
Ambassadors trained	0
Demographics of ambassador group	-
Establishing department/service unit DEI performance indicators	Initiated
Established community partnerships	Neutral Zone Eastern Michigan U Fellows Washtenaw Community College OLLI Embracing Our Differences Washtenaw County Disability Network Washtenaw Independent School District
Number of accommodations requested by employees	1 requested, 1 resolved
Number of accommodations requested by public through OOE	3 requested, 3 resolved
Established language and policies for demographic data collection	Yes
Review cycle	Annual
Disability Awareness and Inclusion Training Provided	1 delivered to Human Resources
Polling Place Accessibility Checklist Completed	3 requested, 3 completed
Accessibility Policy Revisions ADA Notice and Grievance Procedure & Administrative ADA Policy	Awaiting legal approval

Information Technology Accessibility Policy

DEIAJ Training

Completion Rates of DEI LMS Modules

Module	Staff Completion Rate
Diversity and Inclusion: Build the Foundation	98.92%
Gender Identity and Expression: Best Practices in the Workplace	98.38%
LGBTQ in the Workplace: Understanding Pronouns	98.65%
LGBTQ+ Terms and Information	98.65%
Total number of staff assigned all training modules	740

DEIAJ Training Survey Results

Employees that completed the DEI Compliance Courses through the Learning Management System were offered the opportunity to respond to an electronic survey. 131 employees responded to the survey and those results are captured below.

Question	Yes	No	Total
Were you given time during work hours to complete training	130	1	131
The course provided a basic understanding of these concepts	109	22	131
I would like additional training	49	82	131
Employees that provided additional comments			51

LanguageLine Use Statics

Service for those accessing the City with limited English proficiency

Language	Number of calls
Spanish	8
Mandarin	2
Arabic	1
Russian	1

Human Resources

Equal Employment Opportunity Commission Data

For Applications Received from January 1 to March 31, 2024

Data sourced from UKG by OOE

	Number of Applicants	Percent of Applications	Number Hired	Percent of Total Hired	Hire Rate within Group
American Indian or Alaska Native	22	0.56%	0	0%	0%
Asian	212	5.38%	3	3.23%	1.42%
Black or African American	595	15.09%	10	10.75%	1.68%
Decline to report	344	8.73%	7	7.53%	2.03%
Hispanic or Latino	215		3	3.23%	1.40%
Native Hawaiian or Pacific Islander	4	0.10%	0	0%	0%
Two or More	215	5.45%	6	6.45%	2.79%
White	2335	59.23%	64	68.82%	2.74%
Grand Total	3942	100%	93	100%	2.36%

Information Technology

Initiative	Status
Website Accessibility	Website accessibility quarterly report with score generated Accessibility representative added to website governance internal committee

Commissions

Commission on Disability Issues

The Commission on Disability Issues maintains its own records and reports independently on complaints, actions, and interventions.

Human Resources Commission

The Human Resources Commission collects, maintain records, and reports independently on complaints and interventions.

Independent Community Police Oversight Commission

The Independent Police Oversight Commission produced an annual report that was presented to City Council on March 4, 2024. The collection of complaint data, analysis, and recommendations are the work of the ICPOC. The raw data is not available to the Office of Organizational Equity. The ICPOC report is appended to this document.

All Boards & Commissions

Initiative	Status
Demographics of Boards and Commissions	Requested realignment of demographic questions Demographics will be reported after May appointments

Community Services

Systems Planning

Initiative	Status
DEI Integrated into Capital Planning Process	Project scoring process being adapted to reflect equity considerations. OOE and staff are defining priority values and objectives for equity and accessibility. DEI measures will be incorporated into the project scorecards.

Appended Documents

ICPOC 2023 Annual Report

[https://www.a2gov.org/departments/finance-admin-services/treasury/Documents/ICPOC annual report 2023-24-1.pdf](https://www.a2gov.org/departments/finance-admin-services/treasury/Documents/ICPOC%20annual%20report%2023-24-1.pdf)

Bidder and Vendor Demographic Survey March 2024 Report

<https://a2gov.legistar.com/LegislationDetail.aspx?ID=6563462&GUID=FE4096C9-D6A9-468F-902E-C1F4BF6BC673&Options=ID|Text|&Search=R-23-232>