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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 16, 2025

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Attached please find the FY 2025 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 Office of Organizational Equity (OOE), the quarterly reporting structure and content has been and will continue to be revised to improve ongoing measurement, monitoring, and evaluation efforts of equity and inclusion efforts.

The OOE is working with departments to examine opportunities to fold current equity and inclusion efforts into this quarterly report to develop a well-rounded picture of City efforts. This quarter, Communications and OOE worked closely to develop goals to advance equitable communications.

The OOE provides the opportunity for departments to report data, metrics, and relevant activities on a quarterly basis. The reporting of data and its accuracy is the responsibility of each department or service unit.

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

- Status of OOE activities
- Reporting matrix for each office/department/unit that includes the status of KPI and development that has provided information to OOE
- Additional information about equity focused activities reported by the department

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## City Administrator Services

### Office of Organizational Equity

| Initiative  | Status  |
|---|---|
| INTERNAL AGENCY INITIATIVES   |   |
| RFI for DEI activities  | February 2, 2025  |
| Department/unit responses   | 5 of 27 department/units  |
| Established Employee Education Resource Groups                                  | On hold   |
| Employee DEI committee  | On hold   |
| OOE Ambassadors Program Implementation  |   |
| Ambassadors recruited   | 19 Recruited  |
| Ambassador training sessions  | Training 3, January 21, 9 attendees<br>Training 4, February 18, 9 attendees<br>Training 5, March 18, 6 attendees  |
| Department/service units that report established DEI key performance indicators | Fire Communications   |
| Integration of Equity Principals in Capital Improvement Plan                    | Participated in the scoring and ranking of DDA projects with integrated equity criteria   |
| Agency-wide activities  | Women in Public Service celebration to acknowledge Women's History Month<br>Social media staff acknowledgements and Networking Events.  |
| COMMUNITY ACTIONS/METRICS   |   |
| Established community partnerships  |   |
| ACCESSIBILITY   |   |
| Website Accessibility Report  | OOE and IT reviewing quarterly report for opportunities to improve accessibility through process and repair.  |
| Number of ADA accommodations requested by employees                             | 0   |
| Number of ADA accommodations requested by the public through OOE                | 0   |
| Disability Awareness and Inclusion Training                                     | Accessible Document Reference Guide   |
| Ann Arbor Community Disability Resource Guide                                   | <a href="https://www.a2gov.org/media/3dzn2qws/42025-updated-accessibility-resource-guide.pdf">https://www.a2gov.org/media/3dzn2qws/42025-updated-accessibility-resource-guide.pdf</a> |
| Accessibility Policy Revisions  | Underway  |
| Human Resources Policy Accessibility Review                                     | Underway  |

Internal agency ADA and accommodation guidance

Community outreach/collaboration

Reasonable modification reviews  
Park and Recreation reporting  
Solid Waste Program outreach advice

Destination Ann Arbor Roundtable, Accessibility

### Quarterly Language Line Use Statistics

Language Line is telephone interpretation service that allows those with limited English proficiency to communicate with city staff using a live interpreter. Monitoring the demands for interpretation services can indicate community-level changes in composition that are not evident in other measurements.

| Language    | Calls |
|-------------|-------|
| ALBANIAN    | 1     |
| ARABIC      | 3     |
| KOREAN      | 1     |
| MANDARIN    | 1     |
| ROMANIAN    | 1     |
| RUSSIAN     | 3     |
| SPANISH     | 14    |
| Grand Total | 24    |

### Human Resources

#### EEOC Data

**For Applications Received from January 1, 2025 to March 31, 2025**  
**Data sourced from UKG**

| Self-identified Race/ethnicity    | Number of Applicants | Declined | Hired | Hire rate within Group | Percent of Total Hire | Percent of Applications |
|-----------------------------------|----------------------|----------|-------|------------------------|-----------------------|-------------------------|
| American Indian or Alaskan Native | 17                   | 5        | -     | 0.00%                  | 0.0%                  | 0.5%                    |
| Asian                             | 243                  | 167      | 3     | 1.23%                  | 7.5%                  | 7.0%                    |
| Black of African American         | 572                  | 283      | 4     | 0.70%                  | 10.0%                 | 16.6%                   |
| Native Hawaiian or API            | 2                    | 2        | -     | 0.00%                  | 0.0%                  | 0.1%                    |
| Two or more races                 | 218                  | 99       | 3     | 1.38%                  | 7.5%                  | 6.3%                    |
| White                             | 1,935                | 924      | 25    | 1.29%                  | 62.5%                 | 56.0%                   |
| No Response                       | 468                  | 227      | 5     | 1.07%                  | 12.5%                 | 13.5%                   |
| <b>Total</b>                      | 3,455                | 1,707    | 40    | 1.16%                  | 100.0%                | 100.0%                  |

## Fire

|                                     |   |
|-------------------------------------|---|
| Established department DEI KPIs     | "Establish a recruitment and hiring culture that provides a sustainable pool of candidates to reflect the community." |
| Additional DEI Training             | Half-day training completed March 2025  |
| <b>Notable quarterly activities</b> |   |
|                                     |   |

## Communications

|                                     |   |
|-------------------------------------|---|
| Established department DEI KPIs     | "Advance and establish innovative technology and communication strategies to engage all segments of the Ann Arbor community in local government."   |
|                                     | Communications plans to regularly report changes in the following: <ul style="list-style-type: none"> <li>• News release LEP accessibility</li> <li>• Website content accessibility</li> <li>• Use of inclusive and representative imagery</li> <li>• DEI-related news releases</li> <li>• Increase the number/type of communication platforms</li> <li>• LEP accessibility in printed materials</li> <li>• Efforts to reach new audiences</li> </ul> |
| Additional DEI Training             | Regular contact and advice from OOE around inclusive practices to reach more of our population.   |
| <b>Notable quarterly activities</b> |   |
| Targeted productions                | Ann Arbor Inclusive Senior Moments  |
| Accommodation                       | Assistive listening device available in Council Chamber   |
| Live closed captioning              | City Council<br>Transportation Commission<br>Planning<br>House Board of Appeals<br>Human Rights Commission<br>Building Board of Appeals<br>Public Market<br>ICPOC<br>Zoning Board of Appeals<br>Disability Commission   |
| Expansion of closed captioning      | Pursuing expansion of cc technology as a part of CTN studio move and technology upgrade in FY27.  |

## Appended Documents

None