



Diversity and Inclusion Commission Agenda

AMENDED

December 13, 2021

5:00 p.m.

City Hall Board Room

- 1. Call to Order**
- 2. Welcome and Introductions**
- 3. Action Items**
 - A. Appointment of a Chair
- 4. Non-Action Items**
 - A. Facilitated Planning Workshop – A discussion about the roles and responsibilities of the Commission; and Diversity, Equity, and Inclusion
- 5. Other Business**
- 6. Adjourn**

Posted Date & Time: 12/8/21; 1:54 p.m. By: MM
Revised Posted Date & Time: 12/9/21; 4:58 p.m. By: MM

City of Parkville
DEI Planning Workshop Agenda
Date: December 13, 2021
Time: 5 pm – 7 pm
Location: 8880 Clark Avenue, Parkville, MO 64152

Welcoming remarks by City leadership to set tone (10 minutes)

City—Jeff Rhodes will be notetaker and attendee

City will post high level agenda by December 9th; send to commission in advance; non-residents may attend as observers due to interest

Introductions – Facilitator and participants (15 minutes)

The City of Parkville requests facilitation services to help the Commission with its initial organization and strategy to accomplish its charge.

Ground Rules (5 minutes)

- Be mindful
- Open discussions
- Show mutual respect
- Stay on topic
- Provide input
- Limit distractions
- Listen to understand (disagreements)

Government 101 –Roles & Responsibilities (45 minutes)

- **Structure of commission**
 - The Parkville Board of Aldermen recently adopted Ordinance No. 3070 to establish the Diversity and Inclusion Commission. The Commission includes five volunteer citizens and residents from the Parkville community who are appointed by the mayor with approval of the Board of Aldermen. The city administrator serves as the staff liaison to the Commission, and the mayor and one alderman serve as liaisons between the Commission and the governing body.
 - The ordinance establishes the broad duties and responsibilities of the Commission including promoting community awareness and education on the value of diversity in the community and making recommendations to the city to promote equity, diversity and inclusion in government affairs. The City of Parkville requests facilitation services to help the Commission with its initial organization and strategy to accomplish its charge.
- **Goals** (City input—5 charges, what is not a charge)
 - Promote community awareness and education on the value of diversity to the community;
 - Promote equity on the basis of economic status, race, color, religion, gender, national origin, ancestry, marital status, physical or mental disability, familial status, sexual orientation, and gender identity;
 - Evaluate and develop actionable equity recommendations to be used to examine and strengthen policies, practices, services and programs;
 - Promote responsiveness of government to concerns of people that may be subject to bias or discrimination in the community;
 - Encourage the creation and continuation of community equity, diversity and inclusion awareness efforts, programs, and activities that are available and accessible to all community members; and

6. Address ad hoc requests related to diversity and inclusion from the Mayor and Board of Aldermen.
DEI Language and Terminology (45 minutes) Diversity is expressed in various forms, including race and ethnicity, gender and gender identity, sexual orientation, socio-economic status, language, culture, national origin, values, religious commitments, age, and disability status. Equity is equal opportunity for all persons. Being equitable means not discriminating due to race, skin color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status. Inclusion ensures differences are welcomed, different perspectives are respectfully heard, and every individual feels a sense of belonging. Cultural Humility is a lifelong process of self-reflection and self-critique whereby the individual not only learns about another's culture, but one starts with an examination of her/his own beliefs Implicit biases refers to unconscious attitudes, reactions, stereotypes, and categories that affect behavior and understanding. We may not be aware that we are doing it. Implicit bias often refers to unconscious racial or socioeconomic bias towards marginalized groups. (vulnerability & strengths, economic initiatives, not government fixes) • Prompt discussion questions ○ What is the purpose, mission, or values of the group? ○ What is the group's long-term plan for diversity and inclusion? ○ What are the priorities for this group? • Guiding principles for the group ○ Mutual understanding and respect ○ Affirm the complexities of our multiracial, multiethnic, and multicultural histories, cultures, and experiences ○ Educating others about the importance of a DEI community ○ Equity amongst leadership, staff, community, and partners ○ Integrate culturally competent protocols and policies
Sources DEI: https://hr.umich.edu/sites/default/files/dei_the_basics_-_part_1_discussion_guide_.pdf Yale: https://poorvucenter.yale.edu/ImplicitBiasAwareness

Future discussion topics to consider--

- City— “look at our own house”, future discussion topics-- introduce the current hiring manual, internal documents, personnel policies, recruitment process, PD has different policy, staff training (item to address); future meeting will include tackling statues
- Controversial historical sites
- Disinformation on social media regarding reparations
- Sensitivity towards marginalized groups (Black community members)
- Ongoing D&I education
- Future state of the commission that will allow additional feedback and input from non-members; parking lot for Q&A

AN ORDINANCE AMENDING CHAPTER 142, SECTION 142.010 AND ADDING A NEW CHAPTER 154 TO THE MUNICIPAL CODE OF THE CITY OF PARKVILLE ESTABLISHING THE DIVERSITY AND INCLUSION COMMISSION

WHEREAS, the Board of Aldermen believes that great communities are those that are enriched by diversity, where opportunity is universal and inclusiveness is a foundational principle; and

WHEREAS, the City of Parkville has a long tradition of valuing character and community commitment; and

WHEREAS, the Board of Aldermen wishes to be sure these core values are maintained, and to that end it believes the establishment of a Diversity and Inclusion Commission to provide an additional resource and special insight and guidance on matters of equity, diversity and inclusion can assist the Board in this effort.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI AS FOLLOWS:

SECTION 1. That Parkville Municipal Code Chapter 142, Section 142.010 is hereby amended to read as follows:

- A. The Board of Aldermen shall create committees, commissions and boards as authorized by State Statutes as necessary to effectively carry out the business of the City.
- B. The following committees, commissions and boards have been created and are regulated by Parkville Municipal Code. These entities shall operate in accordance with the rules and regulations adopted therein.
 - 1. Board of Housing Appeals.
 - 2. Board of Zoning Adjustment.
 - 3. Cemetery Board.
 - 4. Community Land and Recreation Committee.
 - 5. Ethics Commission.
 - 6. Finance/Audit Committee.
 - 7. Planning and Zoning Commission.
 - 8. Tax Increment Financing Commission.
 - 9. Diversity and Inclusion Commission.
- C. The Board of Aldermen may create by ordinance additional committees, commissions and boards as deemed necessary to advise the Board on specific or general matters.

If not regulated by the Parkville Municipal Code, the Board of Aldermen shall specify the intent, authority, organization, and procedures for operation at the time of creation.

- D. The Mayor, with the consent and approval of the Board of Aldermen, is hereby authorized to appoint qualified persons to serve as advisors to the Board of Aldermen, committees, commissions or boards, or newly appointed advisory committees. The role, term and other details of services shall be determined by the Board at the time of appointment. When appointed to serve existing committees, commissions or boards, advisors shall not be bound by the procedures, rules and regulations governing said committees, commissions or boards and shall not be voting members of such.

SECTION 2. That Parkville Municipal Code Title I is hereby amended to add a new Chapter 154 titled Diversity and Inclusion Commission as follows:

CHAPTER 154. DIVERSITY AND INCLUSION COMMISSION

SECTION 154.010. CREATION AND ESTABLISHMENT OF A DIVERSITY AND INCLUSION COMMISSION

There is hereby created and established a Diversity and Inclusion Commission for the City of Parkville, Missouri which shall consist of five (5) members, citizens and residents of this City, who shall be appointed by the Mayor with the approval of the Board of Aldermen.

SECTION 154.020. TERM OF OFFICE FOR MEMBERS OF THE DIVERSITY AND INCLUSION COMMISSION.

- A. The term of the five (5) persons to be appointed by the Mayor shall be three (3) years, except that the first (1st) Board shall have three (3) members serve three (3) years and two (2) members serve two (2) years.
- B. In the event that a vacancy shall occur during the term of any member, their successor shall be appointed for the unexpired portion of the term. Expiration dates of membership terms shall be in the year set by appointment but on the date of the first (1st) Board of Aldermen meeting in May of that year. Members whose terms have expired may be reappointed, but shall not serve unless they have been reappointed.

SECTION 154.030. COMPENSATION.

Members of the Diversity and Inclusion Commission shall serve without compensation.

SECTION 154.040. DUTIES AND RESPONSIBILITIES

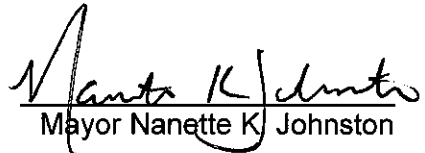
- A. The Commission shall serve in an advisory capacity to the Mayor and Board of Aldermen on ways to:
1. Promote community awareness and education on the value of diversity to the community;
 2. Promote equity on the basis of economic status, race, color, religion, gender, national origin, ancestry, marital status, physical or mental disability, familial

status, sexual orientation, and gender identity;

3. Evaluate and develop actionable equity recommendations to be used to examine and strengthen policies, practices, services and programs;
 4. Promote responsiveness of government to concerns of people that may be subject to bias or discrimination in the community;
 5. Encourage the creation and continuation of community equity, diversity and inclusion awareness efforts, programs, and activities that are available and accessible to all community members; and
 6. Address ad hoc requests related to diversity and inclusion from the Mayor and Board of Aldermen.
- B. The City Administrator or their designee shall serve as the staff liaison to the Commission. If the Commission receives complaints of alleged discrimination occurring within the City the Commission shall forward the complaint to the City Administrator who may refer the complainant to one or more state or federal agencies empowered to investigate and remedy such matters.

SECTION 3. This Ordinance shall be in full force and effect from and after the date of its passage and approval.

Passed and approved this 18th day of May 2021.


Mayor Nanette K Johnston

ATTEST:


City Clerk Melissa McChesney

