

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ADOPTING THE  
METRO DIVERSITY PLAN

) RESOLUTION NO. 06-3721  
) Introduced by Chief Operating Officer,  
) Michael J. Jordan, with the concurrence of  
Council President David Bragdon

WHEREAS, in 2005, Metro Council developed a strategic plan and critical success factors for the agency, including Workforce Excellence and "providing leadership in the community through our diversity practices;"

WHEREAS, the Metro Council is committed to supporting and promoting diversity within the agency, and ensuring success in identifying and achieving diversity initiatives in the core diversity functional areas of: Contracts and Procurement, membership on citizen advisory committees, Recruitment and Retention;

WHEREAS, in 2005, Metro Council convened a Diversity Action Team to ensure diversity initiatives are identified and achieved;

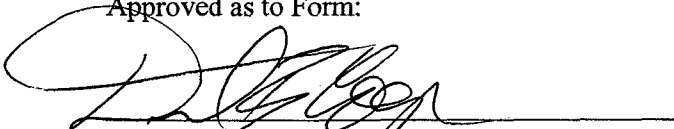
WHEREAS, the Metro Diversity Action Team developed the Metro Diversity Plan as a written statement of Metro's commitment to diversity; now therefore

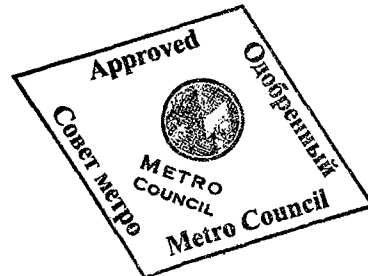
BE IT RESOLVED that the Metro Council adopts the Metro Diversity Plan as attached as Exhibit A.

ADOPTED by the Metro Council this 17<sup>th</sup> day of August, 2006

  
David Bragdon, Council President

Approved as to Form:

  
Daniel B. Cooper, Metro Attorney



# Diversity Plan

**METRO  
COUNCIL  
LEADERSHIP  
INITIATIVE**



**METRO**  
PEOPLE PLACES

*Building workforce excellence –  
demonstrating leadership through  
diversity practices*

Metro's diversity program supports the Metro Council's critical success factor addressing workforce excellence by developing goals and objectives that align with the Council's stated objective to: "Provide leadership in the community through our diversity practices."

In addition, this program provides ancillary support to the critical success factor addressing communications and leadership excellence by enhancing diversity on Metro advisory committees in order to reflect the ethnicity and income distribution of the community we serve.

## **Principles**

Metro strives to factor diversity and cultural competence into all we do. By doing so we improve the livability of the communities we serve, and enrich the quality of Metro's workforce. Metro respects and recognizes the significant benefits received from diversity such as may be expressed through racial, ethnic, religious, gender, cultural, disability, age, sexual orientation, gender identity and socioeconomic differences. The value of diversity is achieved through awareness, education and positive recognition of cultural differences within the workplace. These values are expressed in our cohesive relationships within the workplace and the community.

## **Performance measures**

Metro's diversity efforts are most evident in three areas: 1) procurement; 2) membership on citizen advisory committees; 3) employee recruitment and retention. This program ensures Metro's success in identifying and achieving diversity initiatives in each of these areas. Performance measures for each of the three core areas are outlined in the annual budget document for this program.

## **Action team**

In 2005, the Metro Council approved the convening of the Diversity Action Team (DAT), at the request of the Chief Operating Officer. The DAT is chaired by the Chief Operating Officer, and is made up of employee representatives from each of the three core areas outlined above, a department director to serve as liaison to senior management, and a Metro Councilor to serve as liaison to the Metro Council.

## **Diversity plan model elements**

The plan model elements are outlined below. Metro's primary areas of focus are outlined in the current initiatives to ensure accountability and sustainability of the program, and compliance with applicable laws. Targeted initiatives will be incorporated over a five-year time line, paralleling the program's annual budget document.

### **Current initiatives, as of July 1, 2006**

#### **Chief Operating Officer (COO) accountability**

Give the COO ultimate accountability for diversity and for ensuring that every department director makes diversity a personal priority. Ensure appropriate resources are made available, and assign diversity action team members with responsibility for carrying out diversity plan model elements.

#### **Management performance evaluation**

Integrate measurable diversity objectives into general business objectives, with a tie to management performance evaluations and compensation.

#### **Diversity training**

Establish ongoing diversity training programs (e.g., workforce culture, procurement practices) for the Metro Council, management and employees.

#### **Recruitment programs**

Implement recruitment, retention, coaching and/or mentoring programs for people of diverse backgrounds:

- Provide workplace internships focused on minority populations
- Work with professional organizations
- Identify internal organization champions
- Create partnerships with high schools, community colleges and universities.

#### **Citizen committees**

Ensure diverse representation on citizen committees.

#### **Employment policies**

Establish an inclusive and welcoming work environment. Develop policies that address racism and cultural insensitivity, affirmative action/equal employment opportunity (aa/eo), and diversity.

#### **Procurement strategies**

Implement strategies to increase opportunities for contracting for construction, goods and services, professional services, and public relations/community affairs:

- Establish a baseline of activity
- Develop a dialogue on this topic with vendors, suppliers and brokers who have demonstrated competence in diversity advancement
- Set targets and strategies to demonstrate advancement beyond the baseline
- Evaluate results and provide feedback.

## Diversity Action Team

Michael Jordan  
Chief Operating Officer

Susan McLain  
Metro Councilor

Mike Hoglund  
Solid Waste And Recycling  
Department Director

Rachel Bertoni  
MERC Human Resource  
Manager

Pat Emmerson  
Public Affairs and Government  
Relations Public Involvement  
Specialist

Karol Ford  
Human Resource Recruitment  
and Selection Manager

Cinna'Mon Williams  
Contracts and Procurement  
Analyst

## Targeted initiatives: 5 Year Plan

### Internal and external communication

- Ensure that Metro's vision, mission, values and diversity policy are clearly articulated both internally and externally.
- Ensure senior managers communicate regularly to internal and external stakeholders about diversity initiatives.

### Community involvement

Stimulate community involvement.

- Increase opportunities for Metro Council and senior management to participate in diverse outreach activities.
- Increase Metro's sponsorship of diverse community activities (e.g., Say Hey, OAME events, Breakfast of Champions).
- Enhance youth involvement through collaborative venture with Worksystems, Inc. and Metro departments, by providing internships to underserved youth.

### Employee survey

Conduct a regular cultural and attitude assessment of all employees

- Conduct employee satisfaction surveys
- Hold focus groups of employees

## STAFF REPORT

### IN CONSIDERATION OF RESOLUTION\_NO. 06-3721, FOR THE PURPOSE OF ADOPTING THE METRO DIVERSITY PLAN

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Date: August 17, 2006

Prepared by: Karol Ford

#### BACKGROUND

Metro's diversity efforts are most evident in three areas: Contracts and Procurement, membership on citizen advisory committees, and Recruitment and Retention. In 2005, Metro Council approved the convening of the Diversity Action Team (DAT). The DAT is chaired by the Chief Operating Officer, and is made up of employee representatives from each of the three core areas outlined above, Mike Hogle, liaison to senior management, and Councilor Susan McLain, liaison to Metro Council. This program supports Metro Council's Critical Success Factor of Workforce Excellence by developing goals and objectives that align with Council's stated objective of "providing leadership in the community through our diversity practices," and ensures Metro's success in identifying and achieving diversity initiatives in each of the three core areas.

#### ANALYSIS/INFORMATION

1. **Known Opposition:** There is no known opposition to this resolution.
2. **Legal Antecedents:** This program ensures Metro compliance with local, state and federal regulations concerning diversity including Title VI and VII of the Civil Rights Act of 1964, as well as related contracts & purchasing laws and regulations, including Oregon Revised Statutes, Federal Regulations, and Metro Code 2.04.100 – 2.04.190.
3. **Anticipated Effects:** Adoption of the Metro Diversity Plan will provide direction to the Diversity Action Team in carrying out Metro Council's Critical Success Factor of "providing leadership in the community through our diversity practices."
4. **Budget Impacts:** The Diversity Action Team is submitting a budget amendment to request funding in support of Diversity Plan initiatives.

#### RECOMMENDED ACTION

The Chief Operating Officer recommends approval of Resolution # 06-3721.