



MEETING MINUTES

COMMUNITY INCLUSION ADVISORY COMMITTEE

Tuesday, August 27, 2024

CALL TO ORDER

Imran Malik, Chair, called the Community Inclusion Advisory Committee (CIAC) meeting to order at 6:05 p.m. in Council Chamber, 5555 Perimeter Drive.

ROLL CALL

Members Present: Chair Imran Malik, Peggy Kilty, Vice Chair Niki Lombardo, Isao Shoji, Max Xu, Ingrid Fields, Crystal Maiuri

Members Absent: Kristine Aldemir, Katawi Cato, Ming Yu
Staff Present: Christine Nardecchia, Jennifer Miglietti

Public Comments

There were no public comments.

Approval of Minutes

Chair Malik inquired if there were any corrections to the June 25, 2024 CIAC minutes. [None were requested.]

Ms. Fields moved, Ms. Kilty seconded approval of the June 25, 2024 meeting minutes. The minutes were approved unanimously by a yea vote.

Election of Officers

Chair Malik and Vice Chair Lombardo explained the roles of the Chair and Vice Chair. Chair Malik stated that he would accept nominations for Chair and Vice Chair separately, beginning with Chair.

Mr. Shoji nominated and Ms. Maiuri seconded the nomination of Mr. Malik as Chair. There were no further nominations.

Vote: Ms. Fields, yes; Ms. Maiuri, yes; Mr. Shoji, yes; Ms. Lombardo, yes; Ms. Kilty, yes; Mr. Xu, yes; Mr. Malik, yes.

[Motion approved 7-0]

Mr. Shoji nominated, Ms. Maiuri seconded the nomination of Ms. Lombardo as Vice Chair.

Vote: Ms. Mauiri, yes; Ms. Fields, yes; Mr. Xu, yes; Ms. Kilty, yes; Mr. Shoji, yes; Mr. Malik, yes; Ms. Lombardo, yes.
[Motion approved 7-0]

Chair Malik and Vice Chair Lombardo thanked committee members for their vote of confidence. They believe the Committee has learned much from one another and indicated they are anticipating another productive year.

Chair Malik invited members to share any feedback they might want to provide the Chair and Vice Chair for the coming year.
[No comments were offered.]

Presentation - Human Resources

Jennifer Miglietti, Human Resources Director, stated that a little over a year ago, her predecessor, Homer Rogers provided an overview of Human Resource's Diversity, Equity and Inclusion (DEI) efforts. She will be providing an update of the City's DEI efforts since 2015. That journey began with adoption of the following:

- 2015 – Resolution 86-15 – Rejecting Discrimination & Urging Ohio General Assembly to Consider Equal Opportunity & Respect Legislation
- 2015 – Administrative Order 2.66 - Discrimination Policy issued to City Employees
- 2016 – Administrative Order 2.73 – Transgender Use of Restroom/Locker Room/Showers, Updated in 2022 to Designate Single Occupancy facilities as "All Gender"
- 2017 – Resolution 37-17 – Combatting Intolerance & Discrimination
- 2019 – Diversity & Inclusion Statements Developed – City Manager & Key Staff exercise with the assistance of a D&I Consultant
- 2020 – Resolution 13-20 – Pay Equity
- 2020 – Resolution 37-20 - Combatting Intolerance & Discrimination

Ms. Miglietti noted that in 2020, the City conducted an assessment of its policies and identified several opportunities for improvement. City leadership identified four components determined to be critical success factors in its DEI efforts. In 2022, the City employee DEI committee was formed. An Administrative Order (AO) was created to outline the expectations of that committee. She reviewed the City's Strategic Framework. The City's internal DEI Strategic Framework had two goals: create an established DEI committee that met routinely, consulted with leadership and provided recommendations; and to designate the City Manager as the Diversity Advocate for the City of Dublin. The internal DEI plan had the following goals: have a diverse workforce; recruit, retain and promote a demographically diverse workforce; educate and enhance awareness of the employee population of the City of Dublin; look at the City's business practices and establish and maintain practices that ensure fairness and equity in terms of opportunities for vendors, employees and contractors and anyone seeking to do business with the City of Dublin. She displayed the demographics of the City based on the 2020 census, and the demographics of the City employee workforce, as of October 25, 2021. The workforce was comprised of 94% white in the permanent workforce and 85% white in the non-permanent workforce. The City's permanent staff varies little. The City's non-permanent staff changes significantly based on the season. At its lowest, the City's workforce is 300-400 seasonal employees; at its highest, the number can surge up to 600.

Ms. Mauiri inquired if they have a breakdown of the Dublin resident portion of the City's workforce. Ms. Miglietti stated that they have compiled that information previously, but she did not pull it for this presentation. She would say that the vast majority of the City's non-permanent staff are Dublin residents; the permanent staff is significantly less.

Ms. Miglietti shared the City's DEI goal to Diversify the Workforce. The Indicators of Success are:

- The City increases its diversity of historically underrepresented populations to be more reflective of Central Ohio's population demographics over a 5- to 10- year period.
- City leaders create and sustain an organizational infrastructure to support accountability in achieving equity goals within the agency.
- City staff implements an inclusive and comprehensive outreach, engagement and assessment plan focusing on hiring standards and practices, such as advertising, the creation of job descriptions, search processes and education of search committee/hiring managers to aid in the recruitment of diversity.
- The City retains and promotes a more compositionally diverse workforce.

A second goal is to Facilitate Education and Awareness. The Indicators of Success are:

- The City establishes a standing internal DEI committee that consults with leadership and provides recommendations.
- The City's Human Resource Department creates DEI-specific training programs (for full-time and part-time employees) and increases participation in required and voluntary training each year.
- City programs provide resources and support activities to incorporate diverse perspectives into the workplace.
- City staff actively measures and evaluates the workforce's DEI awareness.
- The City commits to assessing the likely outcomes of its administrative policies, rules and regulations on diversity, equity and inclusion in Dublin.
- Ms. Miglietti stated that the overall goal is that the City's employees are reflective of the community we are serving.

Ms. Lombardo inquired the number of collective bargaining unions within the City workforce.

Ms. Miglietti responded that there are four unions.

Ms. Lombardo inquired if the union contracts and DEI initiatives clash or work in concert.

Ms. Miglietti responded that the Police Union is the one most tied to DEI workforce efforts. They have very specific provisions in their accreditation process. They ensure that the police candidate testing is non-disparate. She believes the other unions work in concert with the City's DEI program. They meet monthly with each union and keep a pulse on the employee population. The unions are: the FOP – Fraternal Order of Police; FOP-OLC – Ohio Labor Counsel (Dispatchers within the 911 Center); United Steelworkers of America (maintenance workers); and the Teamsters Local (team leads, who work closely with the City's maintenance workers). Half of the City's employees are unionized.

Mr. Malik inquired the average longevity of full-time employee tenure and if the City conducts exit interviews.

Ms. Miglietti responded that the City does conduct exit interviews, either in-person or surveys. Beginning in the 4th quarter of 2024, they will begin to conduct stay interviews. The average longevity at the City is 10-11 years.

Ms. Fields stated that in the corporate environment, organizations often conduct unconscious bias training with specific training for managers. Does the City have such a structure with its training? Ms. Miglietti responded affirmatively. The City uses an LMS (Learning Management System) for training; within that are different carrousels of training. There is at a minimum General Compliance Training.

Ms. Nardecchia stated that there is a fulltime person in HR dedicated to learning, development and culture, which is an investment in continuous development.

Ms. Miglietti stated that the City has established an Internal DEI Committee, which meets bimonthly. Currently, the committee is comprised of 12 members, and she facilitates the committee. The Committee has met 8 times since being formed. Significant DEI progress within the organization has been made and the Committee has projected its next steps.

The City now provides the following Job Posting Statement:

“The City of Dublin is committed to establishing and maintaining an inclusive and equitable community. We work to ensure equal opportunity for all applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status, or other legally protected characteristics. We actively celebrate colleagues’ differences, support them through their careers with us, and prohibit discrimination and harassment. We strive to ensure equitable access to resources and opportunities that allow individuals and groups to feel safe, respected, motivated, and valued. Creating a culture of equity and belonging helps to ensure we meet the needs of all residents, visitors, and City of Dublin employees.”

At the website, there is also a Career Page, where an additional DEI statement is provided.

Ms. Lombardo inquired if the City measures the number of people who access the Career Page and see the DEI statement, then self-select out.

Ms. Miglietti stated that she has not checked to see if they have the ability to track that metric but would do so.

Ms. Miglietti stated that in 2023, an employee survey was conducted tracking employee satisfaction. The results were very high favorable responses. She added that required compliance training is conducted every other year, most recently in 2024.

Ms. Mauri inquired if Federal funding finances the City’s DEI training, and if so, how the City’s training could be impacted if that funding was lost.

Ms. Miglietti responded that it is financed by the City of Dublin’s General Fund Budget. With the LMS training the City uses, the City pays for content that is refreshed every year. She reviewed the components of the 30-minute curriculum and showed a partial segment of the recent DEI compliance training video. Ms. Miglietti summarized the City’s recent DEI progress and its projected next steps, as follows:

Progress:

- Internal DEI Committee meets bi-monthly
- Drafted a DEI statement to be included on all recruitment postings.
- Echoed City cultural observances in workplace & Rec Center
- Linked Veterans Resource page to Residents page
- Transgender Resource Guide for Employees and Supervisors
- Onboarding procedures reviewed and updated
- Reviewed criteria for Human Rights Campaign (HRC) Municipality Equality Index (MEI)

- Recommended two positions on the DEI committee be occupied by temporary/seasonal employees or interns
- Assisted with the “Safe Space Dublin” rollout.
- Shared experiences in the workplace (engaging diverse community members)

Next Steps:

- Outreach and recruitment to improve diversity among City staff – (Local Diversity Recruiter)
- Continue engaging key City directors and staff
- Assess and continue implementing strategies identified in the Internal DEI Strategic Plan

Committee Questions and Answer period related to the City’s Internal DEI program goals and metrics continued.

The committee thanked Ms. Miglietti for the HR DEI update.

Outreach/Engagement Events

Ms. Nardecchia provided an update on the following recent community events and services that were held within the City:

- Brown-Harris Cemetery Dedication – June 28, 2024
- Dublin Irish Festival, August 2-4
- JASCO Japan Fest (Obon) – August 17
- Raksha Bandhan Ceremony – August 19

She noted that Language Translation services were provided to event visitors as needed.

Ms. Nardecchia stated that at next month’s CIAC meeting, Community Events will be talking about the City’s DEI inclusion efforts as the greater community is welcomed to City events.

Mr. Malik reported on the following events held at the Dublin Link Park that occurred in the last few weeks within the City:

- June 21 – International Day of Yoga
- June 29 – Somalia Independence Day
- August 10 – Pakistan Independence
- August 18 – Afghanistan Independence Day
- August 25 – Arbaeen Walk

Ms. Nardecchia noted that it is essential to obtain an event permit to hold those events within the City. A 30-day notice is required for such events. This will be discussed further next month.

Community Leadership Updates

Ms. Nardecchia reported on the following community leadership changes:

- Syntero: Julie Erwin Rinaldi retired as Syntero CEO. Sara Harrison Mills will be leading that agency.
- Forever Dublin Hub: Teresa Wasserstrom has retired. Currently, Melissa Brundage, the Outreach Manager is handling the role, but they will be advertising that position.
- Dublin Food Pantry: Julie Erwin Rinaldi is the new executive director.
- Festa: They have relocated from Dublin to a new location on Bethel Road, Columbus.

She noted that Festa is a 3-generation, English as a 2nd language non-profit organization. Services are offered simultaneously to grandparents, parents and children.

New Business

Mr. Malik offered members the opportunity to share any summer travel experiences they might want to share.

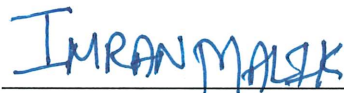
Committee members shared their summer highlights and any involvement(s) with local DEI efforts or organizations.

Upcoming Events

Mr. Malik reviewed several recent and upcoming local events and opportunities for collaboration. The Jewish Columbus organization will be coordinating in a 3-day mayor conference event, September 17-19 in Columbus with the City of Columbus. The events on the first days are limited, but there is opportunity for committee members to attend the all-day event on the final day, September 19, which will be held at The Ohio State University. The focus is "How do we control hate in our communities?" When the conference was last held in Columbus in 2014, they had many mayors from throughout Europe. This year, they anticipate having mayors attend from Ukraine, Austria, Germany and some African communities. Registration is necessary, so he will forward the agenda and a registration link to committee members.

Adjournment

The meeting was adjourned at 8:03 p.m.



Imran Malik, Chair



Assistant Clerk of Council