

**DUBLIN COMMUNITY TASK FORCE**  
**Economics & Infrastructure Subcommittee**  
Thursday, January 28, 2021  
Minutes of Meeting

Ms. Mariea called to order at 9:40 a.m.

Members present were: Ms. Bridgette Mariea, Ms. Erica Adams, Mr. Isao Shoji

Staff members present were: Ms. Devayani Puranik, Mr. J.M. Rayburn, Ms. Emily Glover

Ms. Mariea provided an overview of the meeting agenda.

**Discussion with Division of Economic Development**

Ms. Mariea opened the discussion with an introduction of Ms. Emily Glover from the City's Economic Development Division. Ms. Mariea thanked the Division of Economic Development for providing a memorandum to the Subcommittee that outlined current efforts to foster diversity, equity and inclusion (DEI) in the Dublin workforce. Ms. Mariea asked Ms. Glover if there are plans for expansion or opportunities for improvement related to DEI efforts from the Economic Development Division.

Ms. Glover stated the DEI efforts are ongoing and the work may never be finished. She continued to say that there are opportunities for expansion and improvement.

Ms. Adams asked Ms. Glover about specific criteria for selecting vendors and subcontractors relating to city projects. Ms. Glover responded that there is not a formal citywide policy and that those decisions are made on a division level. Ms. Adams stated that while no formal policy exists, she is interested in reviewing any pieces or components that inform decision-making when the City selects a vendor or subcontractor.

Ms. Adams asked City staff if there is a good contact to discuss more. Mr. Rayburn responded that the City is currently looking at an existing Administrator Order relating to purchasing policies. He added that Nick Plouck and Kirby Death in the City Manager's Office are leading the efforts to update the City's internal purchasing policies through a DEI lens and a sustainability lens. Mr. Rayburn highlighted King County in Washington as one of the best examples to study. Ms. Mariea requested that staff post to Microsoft Teams the King County administration order that speaks to purchasing policies. Mr. Rayburn agreed to the request and posed the question to the Subcommittee if they would like staff to post articles to Microsoft Teams that align with the scope of Subcommittee. Mr. Rayburn clarified that any articles posted by staff would be for

information purposes only. Ms. Mariea, Ms. Adams and Mr. Shoji all responded in the affirmative.

Ms. Glover clarified that the update to the City's Purchasing Administrative Order would be a citywide policy.

Ms. Mariea asked if Ms. Adams had anything more to add. Ms. Adams declined to add more.

Ms. Mariea stated that the Dublin Entrepreneurial Center (DEC) supports entrepreneurs from diverse backgrounds. Ms. Mariea posed the question if the DEC could be leveraged to expand diversity, equity and inclusion efforts.

Mr. Shoji acknowledged the diversity of DEC entrepreneurs and agreed with Ms. Mariea that the DEC would be a good partner to focus efforts. Mr. Shoji asked if Mr. Chaz Freutel is still the DEC Manager. Staff responded in the affirmative.

Ms. Glover stated that the DEC is still hosting webinars and networking events, though they are virtual events for the time being.

Mr. Rayburn suggested inviting guest speakers at upcoming subcommittee meetings. Ms. Mariea said she supports having a guest speaker from the DEC. Ms. Mariea posed the question if there are more opportunities to partner with more groups in the community on DEI issues.

Ms. Glover said the City partners with a variety of organizations to connect businesses with diverse talent, including the Japan-America Society of Central Ohio (JASCO), the Asian Indian American Business Group (AIABG), the Greater Columbus Chinese Chamber of Commerce, and the Workforce Development Board of Central Ohio (WDBCO).

Ms. Mariea suggested that the City also consider strategies to mitigate barriers for low-skilled workers in Dublin. Ms. Glover stated that City has partnerships with the Tolles Career & Technical Center, Columbus State Community College (CSCC), and vocational schools to expand opportunities for laborers and non-office workers in Dublin. Mr. Rayburn detailed an overview of mobility initiatives underway by the City. He highlighted the City's micro-transit service called the Dublin Connector, which provides first/last mile connections for Dublin workers that commute by bus. Mr. Rayburn added that some Dublin bus commuters reported spending \$200 to \$400 per month on first/last mile connections by way of Uber or Lyft. He said mobility programs like the Dublin Connector can have impacts spanning multiple sectors of the Dublin economy and it is important to consider who carries an extra burden to commute to Dublin and how can the City alleviate that burden for equity purposes.

Ms. Mariea requested more information on the Dublin mobility programs. Mr. Rayburn responded that he would upload the Dublin Mobility Study: Phases 1-3 reports to Microsoft Teams. Mr. Rayburn also offered to present an overview of the Dublin Mobility Study at a future Subcommittee meeting.

### **Sharing of research or new info**

Mr. Shoji asked if the City is tracking how often DEI resources are being utilized and being requested. Ms. Glover responded that the City shares resources with companies on a regular basis but does not currently have a system to track the impact. Ms. Glover added that the City is aware of the number of Dublin companies that are certified with the State of Ohio's Minority Business Enterprise (MBE) program.

Mr. Shoji suggested that the Economic Development Division consider more opportunities to express their commitment to DEI efforts. Mr. Shoji highlighted Dublin's FitBiz program as a model.

Ms. Glover provided an overview of the FitBiz program to the Subcommittee. Ms. Glover added that the Economic Development Division could play a role in helping to guide businesses interested in furthering diversity, equity and inclusion efforts towards resources.

### **Development of draft recommendations for Task Force consideration**

Ms. Mariea asked the subcommittee for tasks to complete before the next meeting. The Subcommittee came to a consensus on the following:

The members of the subcommittee support the hiring of a staff member to focus on expanding diversity, equity and inclusion in the workforce.

Mr. Shoji emphasized visibility on the City's behalf when it comes to diversity, equity and inclusion. Mr. Shoji added that this could be a written statement on the City's website. Mr. Shoji recommended a public speaker series on the subject of DEI efforts.

Mr. Shoji suggested a public recognition and awards program to highlight DEI efforts being implemented by Dublin employers.

### **Assignment of Tasks**

Ms. Mariea made a recommendation that the Subcommittee draft an expanded version of the draft recommendations. Mr. Shoji agreed.

### **Approval of December Minutes**

Ms. Mariea moved to approved the December meeting minutes.

Mr. Shoji seconded.

Motion carried.

The December meeting minutes were approved.

**Establishment of regular schedule of upcoming meetings**

Ms. Mariea asked the Subcommittee about a regular meeting schedule. Ms. Mariea offered to coordinate with the other Subcommittee members on availability for a regular meeting schedule.

Ms. Mariea asked the Subcommittee for new businesses to discuss. There was none.

**Adjournment**

Mr. Mariea moved to adjourn.

Ms. Shoji seconded.

Motion carried.

Meeting adjourned at 10:34 a.m.