

# Equity Advisory Committee Workplan

2024



**Staff Prepared/ Presented:** Torri Hampton, OEEQ Equity Officer II, Lila Eltawely, Senior Enterprise Equity Manager

**Workplan Duration:** March 2024 – December 2024

## Work Plan Purpose

The Metropolitan Council, Equity Advisory Committee (EAC) plays a crucial role in ensuring equity and fairness in the decision-making processes of the council. The committee is essential for promoting diversity, inclusion, and equitable outcomes in the Metropolitan Council's work. The EAC work plan for the year 2024 serves as a road map that drives high subject and project areas related to equity throughout the council. This work plan will be accessible to all council members and stakeholders. Throughout the year, the committee's main focuses areas will be to advise on four main areas of focus but not limited to:

1. Regional Development Guide (RDG) – Imagine 2050
2. Small Business Equity Audit (SBEA)
3. Affirmative Action Plan (AAP)
4. Enterprise Equity

In addition to the structured work plan for 2024, the Equity Advisory Committee will also prioritize areas outside of the outlined tasks. The committee will focus on onboarding and integrating new members effectively, ensuring that they are equipped with the necessary knowledge and resources to contribute meaningfully. Attention will also be given to attendance to uphold accountability and participation within the committee. Furthermore, the committee rules and membership guidelines will be reviewed and refined to ensure clarity and alignment with the committee's objectives and values. By emphasizing these supplementary areas, the Equity Advisory Committee aims to foster a cohesive and inclusive environment that supports active engagement and collaboration among its members.

## Meeting Dates 2024

EAC meetings are held every third Tuesday of the month at 390 Robert St N, St Paul, MN 55101 in room 1A from 6:00pm-8:00pm.

- March 19, 2024
- April 16, 2024
- May 21, 2024
- June 18, 2024
- July 16, 2024
- August 20, 2024
- September 17, 2024
- October 15, 2024

- November 19, 2024
- December 17, 2024

## 2024 Timeline of Subject Areas and Discussions

(Advising Action w Presentation (AP)) (Info Item (Info))

Subject Area	Sub Subject Area	Presentation Month	Department
Regional Development Guide (RDG) – Imagine 2050	<ul style="list-style-type: none"> <li>❖ Equity Task Force               <ul style="list-style-type: none"> <li>➤ Environmental Justice Framework</li> <li>➤ Community Center Engagement for Imagine 2050</li> <li>➤ RDG presentation update</li> <li>➤ Anti Displacement Framework</li> <li>➤ Land Acknowledgement Agreement</li> </ul> </li> <li>❖ Engagement Cohort Expo</li> <li>❖ Anti Racism and Economic Justice Trust</li> <li>❖ Racial Equity Dividends Index</li> <li>❖ Council Strategic Plan</li> </ul>	<ul style="list-style-type: none"> <li>❖ Equity Task Force- (Open for presentation April, May and or June) (September)</li> <li>❖ Engagement Cohort Expo (Open for discussion May, June, July) (October)</li> <li>❖ Anti Racism and Economic Justice Trust (Open for discussion June, July, August)</li> <li>❖ Racial Equity Dividends Index (Open for discussion June, July, August)</li> <li>❖ Council Strategic Plan (Open for discussion July, August)</li> </ul>	<ul style="list-style-type: none"> <li>❖ Community Development</li> <li>❖ Environmental Services</li> </ul>
Small Business Equity Audit (SBEA)	<ul style="list-style-type: none"> <li>❖ Listening Session Engagement</li> <li>❖ DBE/ MCUB Reports</li> <li>❖ Procurement</li> <li>❖ Legislative Update</li> <li>❖ Diverse Spend Plan Policy and template plans</li> </ul>	<ul style="list-style-type: none"> <li>❖ Listening Session Engagement (Open for discussion)</li> <li>❖ DBE/ MCUB Reports (Open for discussion)</li> <li>❖ Procurement (Open for discussion)</li> <li>❖ Legislative Update (Open for discussion)</li> </ul>	<ul style="list-style-type: none"> <li>❖ Office of Equity and Equal Opportunity</li> </ul>



		❖ Diverse Spend Plan Policy and template plans. (Open for discussion)	
Affirmative Action Plan (AAP)	<ul style="list-style-type: none"> <li>❖ Plan Process in June</li> <li>❖ Dashboard Updates</li> <li>❖ Human Resource workforce data</li> <li>❖ OEEO/HR workgroup priorities</li> <li>❖ Update Discrimination and Harassment Policy and Procedure</li> </ul>	<ul style="list-style-type: none"> <li>❖ Plan Process in June (Open for discussion)</li> <li>❖ Dashboard Updates (Open for discussion)</li> <li>❖ Human Resource workforce data (Open for discussion)</li> <li>❖ OEEO/HR workgroup priorities (Open for discussion)</li> <li>❖ Update Discrimination and Harassment Policy and Procedure (Open for discussion)</li> </ul>	Office of Equity and Equal Opportunity
Enterprise-wide Equity	<ul style="list-style-type: none"> <li>❖ Equity Policy Updates</li> <li>❖ Assessment</li> <li>❖ Council overview and path forward</li> </ul>		Office of Equity and Equal Opportunity

## EAC Advising Strategy

Advising strategy for the Equity Advisory Committee for monthly meetings:

1. Strategic Alignment- Ensure that all advisory recommendations align with the key areas of focus outlined in the work plan for 2024, including regional development guide equity, small business equity audit, affirmative action plan, and enterprise-wide equity.
2. In-Depth Analysis- Conduct thorough reviews and analyses of the specific subject areas within the work plan, such as session engagement, DBE reports, workforce data, and policy updates, to provide informed and strategic advice to the council.
3. Collaborative Engagement- Foster collaboration and engagement within the committee to leverage diverse perspectives and expertise in addressing equity challenges and opportunities across the Metropolitan Council.

4. Transparency and Communication- Maintain transparent communication channels within the committee to share information, updates, and progress on advisory activities, ensuring all members are informed and engaged.

5. Professional Development- Provide opportunities for professional development and training for committee members to enhance their knowledge and skills in equity-related areas, enabling them to contribute effectively to the advisory process.

6. Evaluation and Accountability- Establish clear metrics and evaluation criteria to measure the impact of advisory recommendations for achieving the desired outcomes outlined in the work plan.

By adhering to this advising strategy, the Equity Advisory Committee can effectively fulfill its role in providing valuable guidance and recommendations to the Metropolitan Council, advancing equity, diversity, and inclusion within the region.

