

Cuyahoga County Equity Commission Meeting  
 September 24, 2020 10:00 AM – 11:00 AM  
 Virtual Zoom Meeting  
 Minutes

Cuyahoga County Equity Commission		
Last Name	First Name	Agency
Carter	Theodore	Development
Drucker	Jesse	Human Resources
Lockett	Lenora	Procurement and Diversity
Merriman	David	Health and Human Services
Pellom	Alex	Public Safety and Justice Services
Guests		
Byrd	Nailah	Clerk of Court
Budish	Armond	County Executive
Harris	Leon	Health and Human Services
Morales	Cari	Development
Roberts	Sabrina	Health and Human Services
Thomas	Anthony	Health and Human Services
Tkachyk	Catherine	Innovation

**I. Welcome**

**II. Call to Order**

**III. Opening Remarks- Executive Budish**

a. Remarks from Co- Chairs

- i. T. Carter- speaks to the importance of the work at that lies ahead of the Equity Commission focusing on Racial, Economic, and Social Justice
- ii. D. Merriman- Dr. Harris implementation of REI lens for HHS and has identified assessment tool for release to each department
  - 1. Information from the Assessment tool will be used to create the plan to drive the work.
  - 2. Margaret Mitchell YWCA issued call to Justice responding to racism within the community; and county on all levels.
  - 3. YWCA Sponsored a community discussion with Dr. DiAngelo, author of the book *White Fragility*
  - 4. HHS extension of the first year Cleveland program, multi-year investment on addressing racial disparities, championed by County Executive Budish.
- iii. A. Pellom- comments about the opportunity to create change and start the momentum moving forward.

- iv. J. Drucker- opportunity to establish best practices and lead by example to other government agencies on how business should be conducted
- v. L. Lockett- comments on making the county the best it can be by being as diverse, and inclusive as possible. Also speaks to the commitment on business diversity through outreach.

**IV. Review & Approval of Meeting Notes**

- a. Motion adopted

**V. Review & Approval of Bylaws: A. Pellom & L. Lockett**

- a. Guidance of how the commission will work, vote, etc,
- b. Addressing Purpose of the Equity Group, Membership, Meeting Cadence
- c. Emergency Process to ensure all guidelines are met for the Committee to meet public guidelines.
- d. Governance Framework being accurate is importance to the framework for the Commission
- e. Review and finalize bylaws for a vote at the next Commission meeting.

**VI. Discussion**

**a. Mission Statement**

- i. No updates to the mission statement
- ii. **Equity Plan-** purpose of the plan and commission is to unite community. Committed to equality and opportunity for all citizens.
  - 1. Remove barriers
  - 2. Enable all citizens to have equal opportunities
  - 3. Reflected in Executive Budish Strategic Plan adopted in 2017
  - 4. Implemented through best practices in equity through all county agencies and measure progress ongoing
  - 5. Equity commission directed by County Executive Budish & County Council directs County Equity and Citizens advisory on Equity to review focus and provide recommendation to reduce disparity between blacks and whites regarding healthcare, Criminal Justice, access to healthy food, Safe and Affordable Housing, well-paying jobs, business ownership opportunities, quality transportation, Affordable Healthcare, education, state places to be active due no later than 12/31/2020.
  - 6. Strategic planning process that integrate equity and social reform in all major areas of county government: Leadership, operation and services, policy, budgets and contracts, organizational culture and workforce, community partnerships, communication and education, facility& system improvements.
  - 7. Plan agreed upon and align with the 2012 equity Plan.
  - 8. M. Carrol created to show overlap between the two legislation pieces, plan to collaborate to ensure clarification and how the two groups will work together by next meeting.

**b. Timeline**

- i. Voted and adopted for the Equity Commission to meet monthly & working group to meet biweekly in between Equity Commission Meeting) effective October- supported by D. Merriman, A. Pellom, L. Lockett, J. Drucker
- ii. October meeting will determine the framework for the report with collaboration with the working group
- iii. Equity Commission report due 1/31/2021- possibly readjusting and going to biweekly meetings in February
- iv. Focus of the report will be data analysis
  - 1. 2021 framework being set with firm deliveries on how equity will be reflected in County Policy, Programs, and Hiring

**c. Finalizing the working Group**

- i. Members of the working group have been identified
- ii. Commission Members will worker to determine the charge of the working group
- iii. Pilot agencies and Point Person have been identified: Health and Human services; Department of Development; Department of Public Works, Office of Procurement and Diversity
- iv. HHS is beginning to identify work culture prior to implementation of Equity Commission
- v. HHS Workforce board has launched programs and initiatives in collaboration with department of Development and HHS that specifically addresses hiring and employment disparities.
- vi. HHS using Federate approach- Each agency will adopt their own approach to advance equity work through policies and adopting commonalties across Cuyahoga county.
- vii. Next meeting each pilot agency to review the Tool for organizational assessment and at minimum present a plan to introduce the assessment for implementation.
- viii. Tool for organizational assessment related to racial equity 1/2014; eliminating disparities in children youth success collaborative; presented by the coalition of communities of color & all hands raised.
- ix. D. Merriman- suggested to include direct service staff for possible input through remote access
- x. Review of the assessment tool from Dr. Harris and D. Merriman with the Working group

**VII. Updates**

- a. Email address has been established for public input  
[equitycommission@cuyahogacounty.us](mailto:equitycommission@cuyahogacounty.us) (email for public comments)
- b. Pilot agencies being established
- c. GARE Membership, C. Tkachyk
  - i. Currently in the process of joining national non-profit that assists local governments align and develop strategies around race and equity
  - ii. Waiting for finalizing documents to go through procurement
  - iii. Looking for assistance from the working group

1. Application available which asks to identify priorities and key areas to prioritize racial equity once approved by the board of control.
- iv. Data- disparities by race to determine initial impact
  1. Assessment completed that identified Over 170 measure that measures across the county's strategic priorities
  2. Cuyahoga performance systems to collect data regularly once metric have been established
  3. Survey sent out to departments, currently awaiting feedback

**VIII. Milwaukee County Example**

- a. Dr. Harris, S. Roberts, Council women Brown engaged with Milwaukee County on their presentation of equity work
- b. Looking to set up time with Milwaukee County for a formal presentation

**IX. Next Steps**

- a. Calendaring the next meeting (monthly second week) update on the working group regarding data collection
- b. Determine and agree on framework for the committees in collaboration with the working group
- c. Update from working group on their data and analysis in addition to Coordinating with assistance from the advisory council to align work being done
- d. Review findings of the survey
- e. D. Merriman to volunteer to County Executive office to ensure availability
- f. Finalization of bylaws
- g. Research and identify best practices for pilot agencies.

Adjourn