



Diversity, Equity, and Inclusion at the City of Elk Grove

REPORT TO THE COMMUNITY 2021



Reflection on 2021

As staff reflects on 2021, we are proud to state that while COVID was rampant throughout California, we were still productive and advanced our internal and external Diversity, Equity, and Inclusion efforts. We trained approximately 224 staff, more than 50 percent of our organization, on principles and values around Diversity, Equity, and Inclusion. We established meaningful and thoughtful social media campaigns to highlight the diversity of our community. We enhanced our City DEI Team to be more impactful to the City organization and connect more with our staff.

This report highlights the accomplishments of the City organization for calendar year 2021. It is a snap-shot of staff's efforts to ensure that Elk Grove is A City Welcome to All!

Staff recognizes that these are ongoing, long-term organizational efforts. We recognize there is always room for improvement and growth. We look forward to working with the City Council, City staff, and most importantly the Elk Grove community in 2022 to enhance our Diversity, Equity, and Inclusion efforts.

*Sincerely,
Kara Reddig,
Inclusion Leader/Deputy City Manager*



City's Diversity, Equity, and Inclusion Staff Team

In 2021, the City's Diversity, Equity, and Inclusion Staff Team (DEI Team) worked hard to ensure the voices of all staff were represented at the discussion table. Team members provided unique insight, perspective, and personal experiences to important City initiatives.

Team Membership in 2021 (names in *blue italics* are also on the 2022 team):

Antonio Ablog, Development Services

Carlos Duque, Public Works

Chelsea Mejia, City Attorney's Office

Christa Lumry, Public Affairs

Femi Omotosho, Animal Services

Haniya Hunt, Police

James Fuller, Police

Jason Reid, Public Works

Jennifer Alves, City Attorney's Office

Julie Rucker, Human Resources

Kara Taylor-Seeman, Finance

Kara Reddig, City Manager's Office

Kristin Reichle, Police

Lana Yoshimura, District56

Luis Aguilar, Economic Development

Lupe Murrietta, Public Affairs

Matt Paulin, Finance

Melissa Rojas, Human Resources

Nadia Palazzola, Police

Rodney Rego, Police

Sandeep Grewal, Police

Sarah Humlie, Animal Services

Shay Narayan, Finance



DIVERSITY
+ EQUITY +
INCLUSION

A CITY WELCOME TO ALL

Our Vision

We envision a workplace that is welcoming to all, where the culture is built on service, integrity, personal growth, valuing our differences, and striving for excellence in everything we do.

Our Mission

To foster a collaborative, engaging, and creative work environment, where our actions align with our shared values in order to provide exceptional service.

Our Values

PERSONAL GROWTH

Commitment to continuous improvement.

SERVICE INTEGRITY

Selflessly working to help others. Being true in word and deed.

BELONGING

I fit in.

COMMUNITY

Many backgrounds, one organization.

Throughout the year, the DEI Team worked to promote and elevate important diversity related recognitions for residents and staff. Efforts included creating social media campaigns around notable individuals, putting up banners at City Hall, creating and promoting stickers for hydro-flask water bottles, and more. Below are a few examples of staff's efforts:

Black History Month - Put on by Elk Grove Black Professionals, this campaign recognized the contributions and achievements of Black Americans throughout our history. This annual celebration was the brainchild of noted historian Carter G. Woodson and other prominent African Americans. Since 1976, every U.S. President has designated the month of February as Black History Month. Staff established a social media campaign highlighting notable figures and established staff hydro-flask water bottle stickers.

Asian American and Pacific Islander Heritage Month - We celebrated the contributions of Asian American and Pacific Islanders (AAPI) to our Nation in May. From groundbreaking scientists and researchers, world renowned athletes, champions for communities, and military defenders of our country, members of the AAPI community laid the foundation of America's history and are instrumental to its future success. Staff established a social media campaign highlighting notable figures and established staff hydro-flask water bottle stickers.

LGBTQIA+ Pride Month - We celebrated our LGBTQIA+ community and people of all orientations, gender identities and allies in June. Staff worked a booth at the local NeighborGood Market, created lapel pins, as well as established a social media campaign highlighting notable figures.

Hispanic Heritage Month - Hispanic Heritage Month is celebrated from September 15 to October 15 and honors those whose ancestors came from Spain, Mexico, the Caribbean, Central and South America, and/or the Latinx community. Staff worked a booth at the local NeighborGood Market at District56, created staff hydro-flask water bottle stickers, and established a social media campaign highlighting notable figures.

The DEI Team led the effort to incorporate engaging content on the City's social media channels to connect with our diverse community. In 2021, the Team created and posted 62 observances for various cultures, religions, holidays, and/or festivals.

The Elk Grove City Council presented 12 Proclamations to individuals, groups, and organizations throughout 2021 that included a specific DEI focus:

- Black History Month - February
- Women's History Month - March
- Asian American and Pacific Islander Heritage Month - May
- Juneteenth - June
- LGBTQIA+ Pride Month - June
- Diversity Awareness Month - July
- Hispanic Heritage Month - September
- Disability Awareness Month - October
- White Cane Awareness Day - October
- Filipino American History Month - November
- Native American Heritage Month - November
- Sikh Awareness and Appreciation Month - November





Rise in Asian American and Pacific Islander Hate Crimes

On March 24, the Elk Grove City Council **adopted a resolution condemning and combating hate violence, racism, xenophobia, and intolerance against Asian American and Pacific Islanders (AAPI)**. This resolution further supports related legislative bills and resources promoting the Stop AAPI Hate movement.

Hate against Asian American and Pacific Islander (AAPI) communities rose during the COVID-19 pandemic. During 2021, we encouraged those who experienced or witnessed acts of hate towards the Asian American and Pacific Islander communities to report incidents to the Police Department or online at stopaapihate.org. The reporting form was made available in 11 languages.

Stop AAPI Hate was created in response to the alarming escalation in xenophobia and bigotry resulting from the pandemic. The coalition tracks and responds to incidents of hate, violence, harassment, discrimination, shunning, and child bully against Asian American and Pacific Islanders in the United States.

In March 2021, the City also established a Buddy Program specific to the rise in concerns within the AAPI community. The Interfaith Council of Elk Grove, and other participating non-profit organizations, partnered with the City to launch a buddy program for individuals so everyone felt safe when running errands, exercising, or just being out in the community.

Translation Services

In 2020, we enhanced our resident translation services and saw a large increase of usage in 2021. The service was used for approximately 2,600 minutes in 16 languages (not including emergency 9-1-1 services). Of those languages utilized, the top five included:

- Spanish
- Mandarin
- Cantonese
- Vietnamese
- Punjabi

This translation service includes phone translation, video translation by appointment or on-demand, and document translation. It also includes American Sign Language video interpretation.



**STOP
AAPI
HATE**

Free Little Library

The City established a Free Little Library at District56 for campus visitors. The City stocks the library with diversity focused books, vetted by the DEI Team, that are purchased from A Seat At the Table. This bookstore is the City's only brick and mortar bookstore that has a focus on providing DEI related content.



Permission to use the logo was provided over the phone by Andrew LaFrance.

Training

As part of the City's long-term training strategy around DEI, the City's diversity trainers, CircleUp Education, provided a variety of training to staff, that included:

DEI Foundations Training for Supervisors / Managers

This training was specific to managers and supervisors to explore key terms and concepts related to diversity, equity, bias, and inclusion to reflect on how these terms impact their roles as leaders. Managers and supervisors learned the DEI training initiatives in the workplace and developed skills to be champions of this work for their teams. A total of 54 staff attended this training.



Diversity Uncovered and Conscious Conversations

This workshop worked to build an awareness for staff to uncover conscious and unconscious discrimination and teach tools to interrupt stereotypes, microaggressions, and implicit bias. Staff learned to deconstruct terms, talk about fears and concerns with these terms, as well as learned how to interrupt some of these challenges. The goal was to begin a journey of self-awareness and empathy building in the City's work around diversity, equity, and inclusion. All non-sworn line staff attended this training. A total of 146 staff attended this training.

Pilot training for Police Leadership

CircleUp hosted a Pilot Training for select Police leadership to customize a training regarding DEI Foundations that was also specific to law enforcement discussions. The City plans to revisit this training in FY23 and roll-out sworn specific training in collaboration with the Police Department.

Principled Policing

The Police Department conducted eight (8) hours of POST Certified training on principled policing for 24 staff members. Per the EGPD training plan, the Police Department provides Principled Policing to officers within six (6) months of hire. The training involves teaching Officers approaches to engaging with the community, which emphasize respect, empathy, active listening, objectivity and building trust through community relationships (Procedural Justice). The training also includes implicit bias and how those biases can be barriers to building public trust.

Women's History Month Efforts

In March 2021, Mayor Singh-Allen and Vice Mayor Nguyen hosted a citywide community campaign to highlight and recognize essential female workers. Community members submitted nominations that were recognized by the City Council on March 24, 2021, that included notable females throughout all professions and walks of life.

The City celebrated International Women's Day on March 8. We used this opportunity to promote a call to action for accelerating overall equality.



Throughout 2021, and even into 2022, we've worked to promote the amazing work of female staff on the City's revitalized Old Town Plaza Project. The City's Public Affairs Department created a 30-minute documentary highlighting the leaders of that project, all of which were women.

Mission, Vision, and Values

The City's Public Affairs Team designed and created permanent wall art of the City's staff Mission, Vision, and Values. These are up in various City buildings as permanent fixtures to remind staff of these important values. In 2021

and into 2022, the City Manager highlighted each value in his monthly City Manager newsletter to encourage staff to live out and think deeply about the staff created values. These values exemplify and support the City's DEI efforts as Belonging is a core City employee value.



Internal DEI Team Reset

In Summer 2021, the DEI Team conducted a team reset. We refocused our vision and priorities through a new team application process and a 1.5-day retreat. This helped to ensure the entire team was committed to and on the same page with our Team's vision. This reset occurred towards the end of 2021.

Human Resources Efforts

The City continues to evaluate internal Human Resource processes to ensure they are free from bias and barriers and reaching diverse qualified job candidates. The Department has continued the following practices:

- Advertise jobs in a variety of locations based on the uniqueness of the positions, any special association or groups, and ensure a broad and diverse applicant pool. The City also contracts yearly with a company called Professional Diversity Network (PDN) which includes a variety of diverse locations and outlets. Below is the broad range of networking locations that the City works with:

| Ad Location |
|--|
| Animal Sheltering |
| APCO International - Association of Public - Safety Communications Officials |
| APWA - American Public Works Association |
| ASCE Careers - American Society of Civil Engineers |
| CACEO - CA Association of Code Enforcement Officers |
| Cal Chiefs - California Police Chiefs Association |
| CalNena - CA National Emergency Number Association |
| Cosumnes River College - Los Rios Community College District |
| CPOA - CA Peace Officer Association |
| CPRA - California Public Safety Radio Association |
| CPRS - CA Parks & Recreation Society Inc. (North & South) |
| Crew- Sacramento Commercial Real Estate Women |
| Crime Scene Investigator Network |
| CSDIAI - CA State Division of the International Association for Identification |
| FBINAA - FBI National Academy Associates, INC |
| Greater Sacramento Urban League (email distribution) |
| Handshake- University/College network |
| Highlands Community Charter Schools (email distribution) |
| Hire a Hero USA - Veterans |
| ImDiversity |
| La Familia (email distribution) |
| League of CA Cities/Western City |



| Ad Location |
|---|
| League of Women in Government |
| MMANC - Municipal Managers Association of Northern California |
| NAACP (national organization) |
| NAACP Local (email distribution) |
| NACA - National Animal Control Association |
| National Minority Update |
| NFBPA- National Forum for Black Public Administrators |
| Northern CA Council of Black Engineers |
| PERF - Police Executive Research Forum |
| Police 1 |
| PORAC - Peace Officers Research Association of CA |
| POST - Commission on Peace Officer Standards and Training |
| Professional Diversity Network (multiple diversity ad locations) |
| Pride Industries |
| Recruit Military - Veteran Affairs |
| Sacramento State University (CSU) |
| Sacramento Asian Sports Foundation |
| Sacramento Hispanic Chambers |
| SETA Sacramento Employment and Training Agency (powered by CalJobs) |
| So. County Career Center - Elk Grove Unified School District (email distribution) |
| Social media - Facebook, Instagram, twitter (City Accounts) |
| Society of Animal Welfare Administrators |
| SWE Career Center - Society of Women Engineers |
| The EOE & E Journal - Equal Opportunity Employment & Education |
| Women in Solid Waste & Recycling (WISR) |
| Women Lawyers of Sacramento |
| Women in Transportation (WTS) |

- Human Resources, through Neogov, the City’s recruiting and hiring software, redacts names on job applications so they are anonymous, up to the point of in-person interviews. By removing names, we are removing the ability for a hidden bias to potentially influence whether or not someone advances during a recruitment process.
- We train interview panelists either verbally, or through a [video](#), regarding bias so hidden biases can be checked at the door. The training explains how bias can impact judgment and how to ensure that candidates are evaluated for their knowledge, skills and abilities.
- There are specific DEI questions in all candidate interviews to ensure new hires understand these values.
- In 2021, Human Resources partnered with the Police Department to work together with Sacramento State Department of Public Policy and Administration to uncover better practices in recruitment and development to attract and advance female candidates in law enforcement positions. The project wrapped up in May of 2021 with recommendations to change recruitment messaging, refining the Explorer Program, and targeting recruitment efforts to women with certain backgrounds.

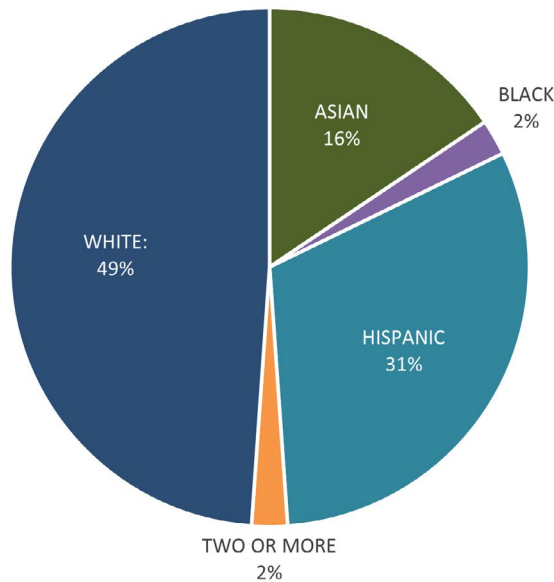
Hiring Outcomes for 2021

Staff regularly analyzes data related to our hiring outcomes. The following data is information staff compares each year.

Chart A shows New Hire by Ethnicity in 2021. As shown, the percentage of white is at 49% and non-white new hires is 51%.

CHART A

NEW HIRE BY ETHNICITY



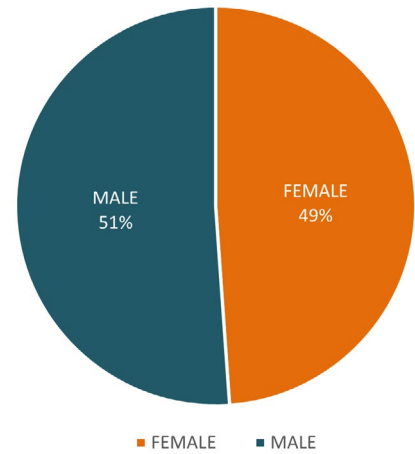
■ ASIAN ■ BLACK ■ HISPANIC ■ TWO OR MORE ■ WHITE:

Chart B Shows New Hire by Gender in 2021. As shown, there was a slightly greater percentage of males hired than females.

As shown in Table A, City staff turnover ratio was still consistently low. Turnover is the act of replacing an employee with a new employee. In 2021, the turnover ratio was 3%. This is 1% higher than 2020. These percentages are important when evaluating how new hires, in comparison to staff leaving the organization, impact the overall employee diversity ratio.

CHART B

NEW HIRE BY GENDER



| TABLE A - TURNOVER RATIO | |
|--------------------------|------------------|
| YEAR | AVERAGE PER YEAR |
| 2017 | 1% |
| 2018 | 3% |
| 2019 | 3% |
| 2020 | 2% |
| 2021 | 3% |

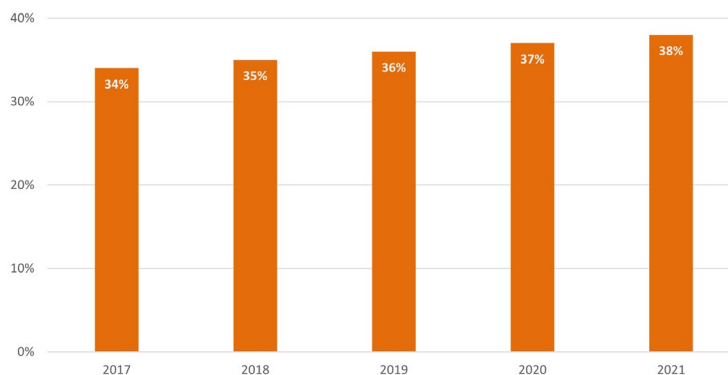
Table B, shows the five-year percentage of various races/ethnicities differences in staffing over time. Since 2017, the percentage of black employees has slightly decreased in the organization, along with the percentage of white employees. Since 2017, the percentage of Asian and Hispanic employees has increased. This table is a helpful snapshot of the current staff composition by race/ethnicity.

| TABLE B - EMPLOYEE DIVERSITY RATIO BY RACE/ETHNICITY | | | | | | | |
|--|-------------------------|-----------|------------|-----------|------------------------------|------------|-------------------|
| YEAR | AMERICAN INDIAN/ALASKAN | ASIAN | BLACK | HISPANIC | NATIVE HAWAIIAN/PAC ISLANDER | WHITE | TWO OR MORE RACES |
| 2017 | 0% | 8% | 9% | 18% | 0% | 65% | 0% |
| 2018 | 0% | 9% | 8% | 18% | 0% | 65% | 0% |
| 2019 | 0% | 10% | 8% | 18% | 0% | 64% | 0% |
| 2020 | 0% | 10% | 8% | 18% | 0% | 63% | 1% |
| 2021 | 0% | 11% | 7% | 19% | 0% | 62% | 1% |
| Difference | 0% | 3% | -2% | 1% | 0% | -3% | 1% |

Graph A shows annual Employee Diversity Ratio by Ethnicity for the past five years. In 2021, 38% of City staff were individuals of color. In looking at the data since 2017, this percentage has steadily increased.

GRAPH A

Employee Diversity Ratio by Ethnicity
(Other than Caucasian)
Average Per Year



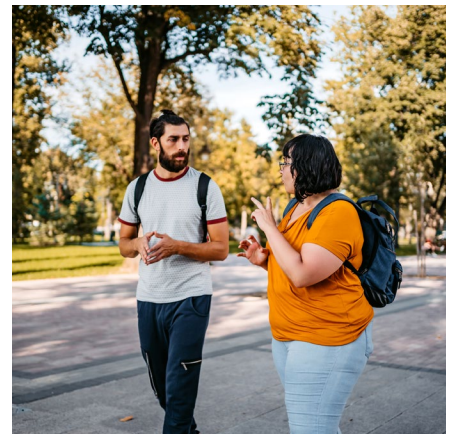
DEI Focused City Commissions and Committees

The City has several resident Commissions and Committees, but two in-particular, have a focus around Diversity, Equity and Inclusion areas.

Disability Advisory Committee

The City's five-member, Council-appointed, Disability Advisory Committee accomplished the following in 2021:

- Provided input regarding the Bicycle, Trails and Pedestrian Master Plan. Attended on-site meetings regarding trail improvements with staff.
- Discussed police interactions with individuals with disabilities as well as provided feedback regarding police policies and trainings.
- Discussed and provided input into the City's annual curb ramp and sidewalk infill project with the Public Works' Capital Improvement Program Manager.
- Awarded the annual Above and Beyond Award to a local volunteer who helps children with special needs ride horses.
- Provided feedback to the City's Emergency Operations Manager regarding access and functional needs during emergencies.
- The City continued efforts to provide full access to meeting attendants with online meetings and videos through live and closed-captioning.
- The City consulted with the Elk Grove Senior Center to help improve access for those with disabilities (helped ensure facility doors were at the right push/pull weight).



Diversity and Inclusion Committee

The City's 10-member Diversity and Inclusion Commission accomplished the following in 2021:

- Reviewed and advanced Proclamations to the City Council honoring Juneteenth, Pride Month, and Diversity Month.
- Received presentations and provided feedback to a mental health professional, Elk Grove EDGE, ARTners, and a 2020 Census overview from City Staff.
- Incorporated elements of the annual Multicultural Festival into a month-long Diversity Month celebration with a series of six NeighborGood market events, two workshops, and a public art show.
- Partnered with Explore Elk Grove to introduce the first Diversity Dining Week promoting local restaurants.
- Supported a new ARTners Día de los Muertos event at the Old Town Plaza.
- Launched a new storytellers series called Cultural Connections that highlighted Hispanic Americans in Elk Grove and their stories.

Other City Efforts related to Diversity, Equity and Inclusion

Chief's Advisory Board - The Chief of Police's Community Advisory Board (CAB) continued meeting in 2021. The CAB is a resource for the Chief in the formation of strategies, development of community policing concepts, and increasing public awareness. Board members contribute to a forum for discussions on community concerns. The goal of the CAB is to have a broad spectrum of viewpoints represented as it relates to police matters.

Working with individuals with disabilities - The City continued its longstanding partnership with The Fly Brave Foundation, and in particular, the Fly Fit Program. This program allows Elk Grove Police Department Officers and staff to buddy up with individuals with developmental disabilities (age 5 and over) to work-out in a safe environment that encourages physical activity and a healthy lifestyle. The program provides a chance to learn, understand, and appreciate the unique experiences and abilities of all participants.

Mental Health Toolkit - Officers can utilize a Mental Health Toolkit when they are dispatched to calls for service with individuals who may have sensory sensitivities, are non-verbal, or may be suffering from developmental disabilities. The City received these toolkits from a non-profit organization, with support from local businesses. These toolkits help bridge the interaction gap when officers go on a call involving people with autism or mental health conditions.

Diverse Activities - the Police Department hosted a variety of events throughout the year for residents, some of which related to DEI areas of interest. Some of those included:

- National Faith and Blue Week - The Police Department visited 2 Mosques, Hmong Temple, St. Joseph's Parrish, Sikh Temple, Calvary Christian Church, Sun Grove Church, and St. Peters Church
- Storytime with Chief Albright
- Visits to Sun Grove Church and Oasis Church
- Shop with a Cop
- Stocking Drive Through
- Toy Project
- Visions in Motions Adult Day Program Holiday Visit

Census 2020 Dashboard - The City created a [Census 2020 online dashboard](#) that provides transparency and insight into the diversity of our community and our neighborhoods. This webpage includes an interactive map where residents can drill down into various neighborhoods and census tracts to see the race/ethnicity composition.

Legal Documents and Law Clerks - The City Attorney's office continues to ensure all legal templates are reviewed and revised to be gender neutral and inclusive of all. The City Attorney's Office also recruits their law clerks from diversity oriented programs at local law firms. Their most recent hire was recruited from a Diversity Mixer held by McGeorge School of Law.

Industry Memberships - The City of Elk Grove is a member of the Government Alliance on Race and Equity (GARE). Public Works sponsors the Women in Transportation Seminar (WTS). WTS is dedicated to creating a more diverse, inclusive, and equitable transportation industry through the global advancement of women. The City's Chief Information Officer is on the MISAC IDEA Committee (Inclusion, Diversity, Equity, and Access). This group focuses on the fundamentals of DEI, as well as how to encourage others to join the field of technology.

Economic Development - staff from the City's Economic Development Department are participants of the Elk Grove Chamber of Commerce's Economic Equity Task Force that focuses on lifting up and advancing black and brown small business owners. The Department also sponsored FouthWave, an Accelerator for Women-led technology businesses at Carlsen Center for Innovation & Entrepreneurship (Sac State).



2022 and Beyond Future Initiatives

While 2021 was a productive year, there are items that staff are seeking to further explore and implement in 2022 and beyond. Some of those items include:

- **Continue to Improve Recruitment Strategies** - Just recently, the Police Department rolled out a new recruiting website. Staff hopes to leverage this website, along with other innovative strategies, to ensure job announcements and opportunities get to diverse candidates.
- **Diversity Dashboard** - Ideally, staff would like to implement an automated dashboard off the City's website which reflects staff diversity. This would provide real-time and transparent information to the public.
- **Strengthen City DEI Team** - Staff hopes to strengthen the internal City DEI Team by continuing to roll out important internal initiatives. We believe this can be done with utilizing various subcommittees within the Team.