

DWELLING PLACE OF GRAND RAPIDS
DIVERSITY, EQUITY, AND INCLUSION COUNCIL
April 5, 2021

MEMBERS PRESENT: Angie Sanborn, Dennis Sturtevant, Grace Thuo, Jason VanWormer, Justin Rhodes, Ken Kaminski, Latrisha Sosebee, Richard Stevens, Alex Valentine, Zoe Post

The meeting was convened at 11:30 AM.

APPROVAL OF MINUTES

Minutes of the Diversity, Equity, and Inclusion Council meeting of February 2, 2021 were approved unanimously.

GOAL ONE ACTION ITEM REVISIONS

After additions and revisions were made to Goal One during February's committee meeting, a follow-up review was conducted for several action items. Action items for revision include:

- "Discover what the meaningful recognition items are." Mr. Rhodes will revise the wording of the action item and measure. The committee agreed to keep this action item annually.
- "Coordinate with CB&E to recognize staff across social media and marketing platforms, monthly newsletters, and First Friday calls." Mr. Rhodes and Ms. Sosebee will collaborate to revise the action item and create a measure.
- "Paylocity" and "DP University." Mr. Rhodes will structure these action items into sentence form while emphasizing how these communication tools advance the goals of DEI.

REVIEW GOAL TWO ACTION ITEMS

The committee reviewed Goal Two, subgoals A-C, and discovered edits and additions to be made. These include:

- Under Goal 2A, "a virtual library will be created and updated." Ms. Valentine will request the IT Committee add an agenda item to review location(s) of the resource library.
- Mr. Sturtevant and Mr. Rhodes will collaborate to create an action item under Goal 2B1 that addresses minimum qualifications including education, credit, and criminal history.
- Under Goal 2B2, an action item was added assessing the most common requests for job skills and training by including several questions to the Employee Annual Review.
- Action item under Goal 2B3 was revised to include the "Expert in each Department" as the responsible party for the action item.
- An additional action item will be proposed under Goal 2C by Mr. Sturtevant and Mr. Rhodes outlining possible mentorship programs.

DEPARTMENTAL PROGRESS REPORT

Ms. Thuo proposed gathering a progress report from each department on their Diversity, Equity, and Inclusion accomplishments for this year. The committee agreed to devote the last half hour of the next DEI Committee Meeting to review each progress report.

NEXT MEETING

The next Diversity, Equity, and Inclusion Council Meeting will be held on May 3, 2021 at 11:30 AM.

ADJOURNMENT

The meeting was adjourned 1:10 PM.