

REDI Committee Bi-Monthly Meeting Minutes

March 17, 2022

In light of the Governor's Covid-19 Disaster Proclamation, it will be impractical and imprudent to conduct committee meetings of the Ridgeville Park District other than electronically. The REDI Committee meeting will take place on March 17, 2022 at 6:30 pm. While this a public meeting, attendance at the committee meeting will be solely by means of Zoom. The Zoom meeting will be electronically recorded.

The Zoom link to join the meeting is:

<https://us02web.zoom.us/j/82158797922?pwd=dXlZWG9GbGNiNzJUcExYVkhTcVh1UT09>

To Call-In: 1-312-626-6799 Meeting ID: 821 5879 7922 Passcode: 135526

I. Call Meeting to Order -

- A. Meeting is called to order at 6:43pm
- B. Present: Jacy Herman (JH), Natalie Sallee (NS), Martha Gaines (MG), Elaine Siegel (ES)
- C. Joined by: Julie Lewis (Notes)

II. Citizen Comments

- A. No comments are made.

III. Approval of Minutes

- A. January 20, 2022
- B. NS motions to approve the minutes from January 20, 2022. MG seconds the motion; all approve.
- C. JL will send March and October minutes to NS for posting

IV. Old Business

- A. None

V. New Business

- A. **For Action: Vote on recommending the adoption of Juneteenth (JH)**
 - a. JH members on the RPD Committee need to ask the board what specifically is missing and requested.

- b. Motion to recommend Juneteenth as a holiday ES, NS seconded.
 - i. JH according to Illinois law, Saturday or Sunday, there would not be an additional day off. Illinois is calling the holiday National Freedom Day, which might not acknowledge the full history of this holiday's importance.
 - ii. NS we need to include what the state has said, but prefers it to be called Juneteenth. Recommended that we move forward, but call the holiday Juneteenth.
 - iii. ES recommends that we consult with other groups to see if Juneteenth is what we, as a community, want it to be called.
 - iv. MG needs more information as to why the holiday is recognised as National Freedom Day instead of Juneteenth. Recommends that we talk with people who already know and celebrate Juneteenth. For people who know nothing about the holiday, the name National Freedom Day might offer more space for questions to those who are unaware of the holiday.
 - v. NS Kemone Hendricks is a person who has done a lot of research and organizes the community's celebration of the holiday.
 - vi. JH suggests that we go forward to the committee using Juneteenth and do research in the meantime to see if there is any contradicting reason to call it such.
 - vii. ES recommends to look at local and national organizations to see gather multiple perspectives
 - viii. NS we could plan to meet April 7, to discuss and confirm.
 - ix. MG suggests inviting Kemone Hendricks to the next meeting to weigh in on conversation.
 - x. JH says Natalie also met with Fuchsia Winston-Rodriguez who said that Juneteenth isn't the day to discuss why it is important, but to celebrate its importance. We should background information leading up to the holiday.
 - xi. ES perhaps we make fliers, a banner on Ridge, and a website banner.
 - xii. MG suggests to provide info on website or digital flier. Perhaps doing a workshop with Fuchsia and the art camp to make the banner.
 - xiii. ES connecting with camps and creating banners show RPD's efforts to honor this holiday and are important actions to be taken.
 - xiv. MG suggests we create and sell shirts that encompass the

Ridgeville celebrations throughout the year, having the proceeds from the shirts offset costs of other activities.

- xv. NS will look into the parameters of selling shirts.
- xvi. JH suggests to table Juneteenth discussion until 4/7 so that research can be done.
- xvii. ES removes motion.

B. Update on Board Decisions

- a. JH expressed concern with the lack of equity work that RPD has been able to accomplish. Commissioners have been disappointed with the work REDI has produced and the hiring process of the consultant. JH wants to stop mistakes from happening again and ensure that new board and committee members will receive formal equity training. Would like RPD Board information to be in writing so that goals can be met.
- b. ES says board was not taking lead on these issues. REDI committee is ready to take the lead with guidance from a DEI consultant.

C. **For Action: Vote on RFP recommendation for a new equity consultant (NS)**

(See RFP appended to these notes)

- a. JH next action item is to discuss is the proposal. We must be mindful that we are speaking without acronyms to aid the public.
- b. NS RFP is a request for proposal. Used template from a diversity, equity, and inclusion RFP. Included is the work of Dr. Efiom that is also provided on RPD website.
 - i. First highlighted part is discussing how contracts will work moving forward. Sounds like any contracted employee will also report to the RPD board, who will interview and hire as well. New hire will have communication with the REDI committee chair.
 - ii. Question: how will client references will be handled?
 - iii. Scope of Services - ES, JH, and MG all approve of the content.
 - iv. Equity Climate Assessment is from Dr Efiom's write up.
- c. ES Motion to take RFP to the board and MG seconds; all approve

D. REDI committee candidate (Jacy)

- a. JH we have someone interested in the REDI committee. Need to discuss how we will go about adding a committee member.
- b. NS we met with Dr Efiom who explained the training and work involved, then gave a week to see if we were still interested and serious about our commitment. After a week, we confirmed or denied our intentions before doing our training. Do we want to keep or change procedures?
- c. ES and MG agree to keep procedure the same.

- d. NS if he meets the REDI committee 4/7, he could be appointed by RPD board by April 14 meeting.
 - e. JH will invite the prospective member to the April 7 REDI meeting.
- E. Equity Training for Incoming Members and Commissioners
- a. NS by doing RFP, realized that there is a need for equity training for new staff, board members, and committee members. In the interim of not having a consultant, proposes that new members do an equity training at the YWCA. RPD has 5-7 new members.
 - b. ES suggests there could be less expensive alternatives.
 - c. NS YW training is \$100 per member, with a 25% discount when more than one person is signs up. YW is a partner with RPD and should be considered. It is also important to have consistent training for new members.
 - d. JH we still have a surplus in the equity budget and will not have a consultant hired by the end of fiscal year. Providing training such as this will keep our promise to the community to invest in equity.
 - e. ES is there a conflict of interest with Dr. Logan being a consulting party at the YW?
 - f. JH hopes that equity is at the forefront of the conversation.
 - g. NS/JH recommend that we use part of the equity money to put new and prospective members through the training at the YW program *Becoming an Equitable Institution*.
 - h. JH we will be tabling this discussion so that NS can consult with the YW for dates and time for research into alternative options.

VI. Call of the Committee

- A. NS YW looking for videos about what it means to be antiracist. REDI could read a statement in a meeting that could be spliced and provided to YW.
- B. MG wants to thank Iden for her involvement in the committee and wants to highlight the time she spent and the work she put in.
- C. ES accords with Martha.
- D. JH has a reading about Iden that will be read to the RPD board.
- E. JH has a statement to thank District 65 for accommodating students (District 65 statement is appended to these notes)

VII. Adjournment

- A. NS motions to adjourn the meeting at 8:24 pm. ES seconds; all in favor.

Include RFP, Statement to district 65

Appended Documents:

Note to District 65

I want to take a minute to thank D65, and in particular the Student Assignment Planning committee, for their commitment to equity within the district. For those who don't know, there are changes that need to be made within the district to accommodate our students. As parents, we were given opportunities to have our voices heard, but what really impressed me was the way they listened to us, and adjusted their plans accordingly. It made me so proud to be a part of this community, and put me in a position where I was able to tell my kids that great things can happen when we use our voices. A very big thank you goes out to the administrators, teachers, parents and students that stood up for what we think is best not only for our own families, but for our community as a whole. But also an important reminder that our work is not done. We saw the power we have when we work together. Let's not forget that, and use it to continue to promote positive change and equity in our education system

Ridgeville RFP (next page)



Request for Proposal Racial Equity, Diversity and Inclusion Consultant

Ridgeville Park District invites proposals from qualified persons or firms interested in entering into a contract to perform consulting services related to diversity, equity and inclusion as described in Attachment A.

Ridgeville Park District

Ridgeville Park District is a public agency dedicated to enriching the lives of its residents and neighbors in South Evanston. Named after a historical settlement around present-day Ridge Avenue, Ridgeville is separate from the City of Evanston's park district. Ridgeville maintains seven parks which cover more than 14 acres of green space in south Evanston. All parks are open daily from 9:00a to 9:00p. In 1939 residents voted to set aside a portion of their property taxes to create a separate, local park district which would ensure access to open green space and cultural opportunities. As a public agency, Ridgeville provides free community events and affordable classes and camps with special subsidies for its residents.

Our Mission

Ridgeville exists to enhance the quality of life, to promote a strong sense of community and contribute to the health of our citizens, community and environment by providing safe, attractive parks, opportunities to build community, and a diverse, challenging set of arts and recreational programs.

Please visit our website: www.ridgeville.org.

Ridgeville Park District's Current Investment in Racial Equity, Diversity and Inclusion Work Ridgeville Park District is committed to ensuring that our parks, facilities, services and programs are accessible to all people regardless of race, color, religion, national origin or citizenship status, sex, gender identity or expression, pregnancy, sexual orientation, age, disability, or military status.

It is our goal to continually transform how we engage, how we partner, how we invest, and how we change our internal culture to ensure we are creating equitable opportunities and impacts with RPD. In pursuit of that goal, we are pleased to announce that we have recently taken a significant step forward in our equity efforts by hiring an equity consultant to provide us with the expertise we need to intentionally and with urgency examine our policies, practices, services and facilities through an equity lens to identify and remove any barriers that would limit or prohibit any community member from fully participating at RPD.

Recognizing that racial inequities persist in every system across the country, our work will initially focus on race. Racial Equity identifies Black People as those with the greatest needs. A focus on race acknowledges that because our economy is built on a racist past (slavery, Native American genocide, and racial exclusion) and that race can be found at the intersection of any demographic, (gender, age class, sexuality, ability, etc.) it is not exclusive. Racism can prevent marginalized communities from effectively working together for social change. By addressing

race and racism, we address the interconnected ways marginalization takes place so that we can achieve greater unity across all communities. Racial Equity does not mean “only race”. It is the practice of starting with a racial equity analysis.

We contracted Efiom and Associates, LLC from 2019-2021, which resulted in an Equity Climate Assessment Report (Attachment B), Equity Charter (Attachment C) and Equity Lens Procedure (Attachment D).

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Increasing Our Commitment

To support and expand the capacity of the Board of Commissioners to address issues of equity, diversity and inclusion, the Board will appoint a permanent Racial, Equity, and Diversity Committee (REDI).

The Committee will include:

- Not more than 2 (two) board members
- Not less than 1 (one) full-time staff member
- Not less than 3 (three) nor more than (5) five Ridgeville Park District

residents. *Every effort will be made to ensure that this group is as racially diverse as possible.*

The Committee will be responsible to the Ridgeville Park District to:

- Advise in the formulation, review, and application of policies and guidelines that promote and support the district’s equity goals.
- Consider and recommend actions that will help support and fulfill diversity-related commitments to partner organizations.
- Provide a forum to which the Board may refer questions and recommendations from staff, community members, and residents concerning equity, diversity and inclusion related policies, practices, and procedures.
- Membership training and participation expectations include:
 - Minimum of 10 (ten) hours of REDI training.
 - Participation in community activities to promote REDI.
 - Participation in regularly scheduled REDI Committee meeting.
 - Full report to the board each month.

The Ridgeville Park District REDI Committee was appointed by the Board of Commissioners on August 11, 2020.

Ridgeville Park District wishes to deepen the impact of our racial equity, diversity and inclusion work by further developing the REDI Committee. To that end, Ridgeville Park District has sketched out a scope of work attached as Attachment A. **The selected**

consultant will report directly to the REDI Committee Chair and Executive Director of Ridgeville Park District (as necessary).

Proposals

If you or your firm is interested in providing services to Ridgeville Park District, please submit the following:

1. Background Information. A cover letter or executive summary with the name and contact information of the firm or individual with a brief history and description of the firm. Include resumes or bios of those who will be providing services. *It is the policy of Ridgeville Park District to provide equal employment opportunity to all individuals in accordance with applicable federal, state and local laws.*

2. Experience in providing the Services. Describe the experience of the firm and its consultants in providing similar services. Further, describe demonstrated outcomes as a result of the work performed in client organizations.

3. Approach. Provide a description of the approach you and your firm use when consulting with organizations on matters related to racial equity, diversity and inclusion. Tell us what you believe most firmly in your practice. What guides your practice of DEI work?

4. Business References. A list of three verifiable client references.

5. Fee Schedule. A proposed schedule of fees including how fees are structured. As relevant, include rates for specific portions of the scope of work or a rate for comprehensive completion of

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services. We welcome you to propose on all or of any portion of the services requested; simply make obvious the expenses related to each section of work.

6. Conflicts of Interest. Any known facts which would or could create a conflict of interest with Ridgeville Park District if you were awarded a contract.

Process

Responses must be received by 5:00 P.M. on [REDACTED]. Responses may be mailed to:

**Ridgeville Park District
Attn: Natalie Sallee
908 Seward St.
Evanston, IL 60202**

Or sent via email to programs@ridgeville.org

In the interest of fair process and equal access to pertinent information, questions should be addressed in writing to the contact person above. All questions and answers will be posted for the benefit of any interested respondents on our website.

The Board of Commissioners will review the responses to this RFP, may speak with client references, and will interview top candidates. Interviews will be held

_____. We anticipate that the selected respondent will be notified by _____ with services to commence on _____. Updates or changes to this process, if any, will be announced on our website.

Criteria

Ridgeville Park District will evaluate respondents based upon the written response to this RFP; the interview results; references; and any other information requested by Ridgeville Park District. Ridgeville Park District, in its sole discretion, will make its selection based on the following criteria:

- Understanding of and approach in providing services;
- Demonstrated qualifications and experience in this work, including the ability to affect real change, having performed similar services for small-midsize units of government;
- References; and
- Proposed fees;

Ridgeville Park District reserves the right to accept any one or more than one proposal; to withdraw or cancel this RFP; to modify or amend, with the consent of the respondent, any proposal prior to acceptance; to reject any or all proposals or waive any informality and otherwise to affect any agreement that Ridgeville Park District in its sole judgment, deems to be in its best interest. **The successful respondent will be expected to enter into a standard service agreement.**

Attachment A
Scope of Services

Ridgeville Park District has determined that it is in its best interests to engage a consultant to assist it in developing plans to enhance the Park District's efforts to ensure that the parks, facilities, services, and programs are accessible to all people regardless of race, color, religion, national origin or citizenship status, sex, gender identity or expression, pregnancy, sexual orientation, age, disability, or military status ("Commitment to Equity"). The Park District's goal is to re-examine all of its practices, offerings, and communications through an equity lens to identify and, where readily achievable, remove barriers that would limit or prohibit any community member from full participation in the Park District and its offerings.

The Racial Equity, Diversity, and Inclusion (REDI) Committee

1. Further define (REDI) in terms of:
 - a. Its purpose and procedure.
 - b. Establishing a successful working relationship with the Ridgeville Park District Board of Commissioners and staff.
 - c. Determining the kinds of recommendations the REDI Committee makes to the Board.
 - d. Determining if, how, and when to act proactively versus reactively.

2. Develop annual or bi-annual evaluations for the REDI Committee to ensure they are effectively working with the Board and staff to continue the Park District in the direction of an antiracist institution under the following definitions:
 - a. Has structured all aspects of institutional life to ensure full participation of people of color including their culture; and the full participation of white people as allies in eliminating racism.
 - b. Lays out an organizational culture that is inclusive, not divisive.
 - c. Respects, seek outs, and embraces different approaches that are a result of diverse employees instead of merely “tolerating” them.
 - d. Has the ability to diagnose and address different types of racism within the organization in a manner that builds strength, community, and trust.
 - e. Implements structures, policies, and practices with inclusive decision-making throughout the institution.
 - f. Commits to the challenge of dismantling racism in the wider community.
 - g. Builds clear lines of accountability to racially oppressed communities.

3. Create and provide training/coaching on the following:
 - a. Training to the REDI Committee on how to execute the racial equity lens passed by the Board of Commissioners in 2021; revise as needed.
 - b. Racial equity training for the REDI Committee, staff, and Board members. This training will set the standard and be administered to incoming REDI Committee members, staff and Board members. Training should include, but is not limited to the following definitions that guide our work:
 - **Antiracism:** The identification and elimination of racism by changing oppressive systems, structures, policies, practices, and attitudes so that historic harm can be acknowledged and future harm can be eliminated for people of color.
 - **Equity:**
 - Fair and just treatment, access and opportunities for all people while building better outcomes for historically and currently disadvantaged populations.
 - Specifically, for RPD equity is *when all people have equal access to programs, services, and facilities*
 - **Equality:** An ideal state where everyone is treated the same and have the same access to programs, services, and facilities.
 - **Implicit Bias:** Bias that results from the tendency to process information based on unconscious associations and feelings, even when these are contrary to one’s conscious or declared beliefs.
 - **Race:** Is a powerful social category forged historically through oppression,

slavery, and conquest.

• **Racial Equity (both a process and an outcome):**

- As a process, racial equity is doing the work to address root causes of inequities (not just their manifestation). This includes elimination of policies, practices, attitudes, and cultural messages that reinforce differential outcomes by race or fail to eliminate them.

▪ This work must include those most impacted by structural racial inequity.

They are meaningfully involved in the creation and implementation of the institutional policies and practices that impact their lives.

- As an outcome, we achieve racial equity when race no longer determines one's socioeconomic outcomes; when everyone has what they need to thrive, no matter where they live.

• **Racism:** Takes many forms and can happen in many places. It includes

prejudice, discrimination or hatred directed at someone because of their color, ethnicity or national origin based on the belief that one's own race is superior.

- The belief that all members of each race possess characteristics or abilities specific to that race, especially so as to distinguish it as inferior or superior to another race or races.
- Racism refers to a system that provides privileges to those who are in the dominant group over those in the non-dominant group based on race. These privileges result in increased power and are reinforced through racial prejudice.
- Racism differs from **bias**, which is a conscious or unconscious prejudice against an individual or group based on their identity.
- Types of Racism:

▪ **Individual Racism:** The beliefs, attitudes, and actions of individual that support or perpetuate racism. Individual racism can occur at both an unconscious and conscious level and can be both active and passive.

▪ **Interpersonal Racism:** When we bring our private beliefs on race into our interactions with others, racism becomes interpersonal, whether intended or not.

▪ **Institutional Racism:** the collective failure of an organization to equitably serve people because of their race, culture, or ethnic origin through its policies, programs, and services.

• **White Privilege:** Having greater access to power and resources than people of color do. Having white privilege and recognizing it is not racist. White people did not "earn"

disproportionate access to compassion and fairness. But white privilege exists because of historic, enduring racism and biases

4. Review the Equity Climate Assessment (Attachment B) performed by Efiom & Associates, LLC and recommendations in order to assist the REDI Committee on how to take next steps and execute recommendations to the Board accordingly.

5. Review the Ridgeville Park District Equity Charter (Attachment C) and Equity Lens

Process (Attachment D) and guide the REDI Committee on how to properly utilize and execute the guidelines within these documents.

6. Attend monthly or bi-monthly REDI Committee meetings, as agreed upon by Consultant and Committee Chair.

Attachment B **Equity Climate Assessment**

Efiom & Associates LLC
Racial Equity Climate Study
on behalf of Ridgeville Park District

Ridgeville Park District

Ridgeville is a community. It brings engaging year-round programming for youth and adults, activity-filled summer camps, community events and opportunities to gather with your neighbors and celebrate our diversity.

Ridgeville Park District is a unique and dynamic public resource in south Evanston, with more than 10,000 households living within its district boundaries. Although there are defined boundaries, we welcome everyone to participate in Ridgeville activities. All our arts and recreational programs are designed to be affordable, and most of our community events are FREE.

Ridgeville Park District has a very large positive impact on the surrounding community. Park participants are generally pleased with the depth and breadth of program offerings. Many participants are returners. What was evident is that many neighbors, while they use the parks in RPD, were not aware of the existence of the Park district as separate taxing body.

The further away from the district people lived, they were far less likely to know what Ridgeville Park District was. Because some of the concerns brought to the Board by Ridgeville United were about Black people, I reached out to Black community organizations and individuals. Many were unaware of RPD and had not taken advantages of the available services for that reason. Those over 65 who had lived in the 5th Ward reported that they weren't allowed to venture outside of the 5th Ward when they were younger.

When asked about what RPD is doing particularly well, community

members were eager to begin with “I love Ridgeville.” Some of them described going to the park as children, others involving their own children with RPD programming.

Community partners report successful collaborations and gave high marks to the Board and staff for their work. When people did express concerns, it was over a particular issue such as class filling up too fast, a refund issue or lacking understanding about what a park district is.

Executive Summary

This Equity, Diversity and Inclusion (EDI) organizational assessment has been commissioned by the Ridgeville Park District in response to concerns brought forth by Ridgeville United. Ridgeville United is “a group for Evanston Residents that strive for equity in programming, respect and dignity for all park users.”

Ridgeville Park District board and staff members found themselves engaged in heated discussions around race and racism with community members during board meetings and on social media. Without the internal expertise to carefully examine the issues brought forward, they sought an outside party to gather the necessary information to allow RPD to respond. This led to the hiring of Dr. Patricia A. Efiom is an objective equity, diversity, and Inclusion expert to gather and translate community expectations; She is a party that understands the complexities of cross-cultural communication, is credible within her field and the local community. Dr. Efiom is an experienced as a Black woman.

Methodology

The consultant met with the Board to address some initial questions. Subsequently, I met with Martha Gaines, Dan Coyne, and Natalie Sallee, the group of staff and the Board who were spearheading the equity efforts at that time. Our goal was to establish a clear understanding of the engagement’s scope. The Board and staff were asked to supply names of community partners and community members. People in the first round of meetings were asked to supply names of additional community members. Overall, more than 242 members and staff were interviewed and provided input reflected in this document.

This report is the culmination of seven months of work that includes conversations with over 242 community partners, park users, current and former Ridgeville Board of Trustee members, current and former staff, stakeholders, Evanston Police and City of Evanston elected officials and staff. In addition, a survey was put on the website asking for additional participant input (results attached) It is important to note that due to the COVID 19 pandemic, we were unable to gather as much community input as we would have liked,- non-the-less, we believe this report has a good

sampling of the community.

Other work included

An Ordinance review

Consultants did a comprehensive review of the RPD Ordinance and while finding not glaringly racist or inequitable, we did find places where language could be clarified (attached)

Board Training

While all current board members are White, they are an elected body and therefore have little if any control of its members demographic. It is also true that the Board has had at least one person of color in previous years. Board members received 6- 10 hours of equity training under the leadership of Dr. Efiom. Depending on whether they served on the Racial Equity and Inclusion (REDI Committee.

REDI Committee members were volunteers from Ridgeville Park District. These volunteers received 10 hours of equity training under the leadership of Dr. Efiom.

Staff

Executive Director Brian Rosinski and Program Director Natalie Sallee also received 10 hours of training. All Board, volunteers and, staff were deeply engaged in each session.

Ridgeville employs 6 regular staff members, four of whom are people of color serving a combined total of at least 65 years. Summer camp staff are very diverse.

A Review of Police records dated back 20 2000

Facility Site Visits

We conducted a thorough walkthrough of all facilities for the purposes of examining how inclusive and welcoming the properties were. In the main building, I took many pictures of the artwork brochures, posters and had them examined by two focus groups who did not find that any group was left out. We explored a sampling of all literature and PR/marketing materials including the program brochure, and website. The materials were found to be diverse.

The Development of an RPD Equity web page

<https://www.ridgeville.org/equity>

Having documented my observations, I will make recommendations for future actions, The purpose is to enhance leadership's understanding of community members' needs and expectations that have not been met, and to position Ridgeville Park District to reflect best practices related to equity, diversity, and inclusion.

Recommendations

The list of recommendations appears in the order prioritized by Efiom and associates LLC.

Foundational Recommendations need to determine if the Board and staff have the capacity and willingness to continue the equity work (to be voted on at the Tuesday, August 11, 2020 meeting)

1. Board members votes to continue the work of equity, diversity, and inclusion work as a priority for the upcoming year.
2. Identify and formally appoint a Racial Equity Diversity & Inclusion (REDI) Committee. Without such a body, Ridgeville Park District will have no meaningful way to
 - i Engage Communities of Color
 - ii Address racial equity issues that might arise
 - iii Make recommendations to the RPD Board
- iv Ensure that equity goals are realized and sustainable

It is my strong recommendation that nominations for the REDI committee should be limited to board members and REDI Committee members who have completed training. This the group that has the fullest understanding of what equity will look like for the RPD. The Board would of course make the final decision.

I recommend no more than seven non-board members and obviously with the open meetings act there can be no than two board members.

1. Future Recommendations Adopt a racial equity policy and plan of action.
2. Strengthen outreach and public engagement for communities of color with a special emphasis on the Black community.
3. Review policies to ensure language is updated
4. Design a process to hear concerns and make recommendations to board
5. Continue to provide equitable access to all park programs, services and facilities services to all residents.

6. Develop an equity statement that specifically address racial equity
7. Develop a policy that requires all staff and board members to be required to attend EDI training annually.
8. Develop a talent management plan that identifies goals for hiring, developing, and promoting people of color.
9. Create and use metrics to assess and adjust efforts in support of the RPD'
10. Continue recruiting and developing racial equity advocates
11. Embed EDI into the RPD's ongoing communication strategy.

Thank you for the opportunity to serve this wonderful community.

Respectfully submitted

Dr. Patricia A, Efiom

Equity, Diversity & Inclusion Consultant
Addendum #1

Efiom & Associates
Ridgeville Park District
EDI Consultation 2020

Recommendations from General Ordinance Policy Review

Summary: In June 2020, Efiom and Associates performed a policy review of General Ordinance of Ridgeville Park District (Revised October 10, 2019). The review included an assessment of the current policies as written, a comparison of policies against "best practices", as well as an evaluation of areas where policy can be added or expanded for the sake of equity. Following are four recommendations that will greatly assist RDP in reaching its goals in equity, diversity and inclusion practices.

Recommendation # 1: Convene a racially diverse committee that includes members of the Ridgeville Board, staff and constituency to review and update vernacular used in titles, labels and definitions. Efiom and Associates cited instances where the wording of the ordinance may be unintentionally offensive or inflammatory. A committee should review each page of the General Ordinance, flag problematic words or phrases and replace them with more cooperative, consensus-based words.

Recommendation #2: Update sections of the ordinance that might be discriminatory, sufficiently vague to allow subjectivity, or assumptive of "social norms" or "cultural context" that are not inclusive to all demographics of constituents.

Efiom and Associates flagged the following sections of the General Ordinance for possible updates:

- Page iii, Section 6.05
- Page iv Sections 6.20, 6.21
- Page 21 Section 6.02
- Page 26, Section 6.11
- Page 22, Section 6.05
- Page 29 Section 6.20
- Page 30, Section 6.21
- Page 46, Section 9.03

Recommendation #3: Add policies and/or procedures that are currently omitted and that would allow Ridgeville Park District to better align itself with best practices in EDI. Efiom and Associates prescribes the addition or expansion of the following policies: • M/W goal and procedure for procuring bids and contracts. An example of

wording about M/W goals is Ridgeville Park District has a goal of awarding 20% of its contracts to Minority-Owned and Women-Owned businesses. All Bidders must state the proposed involvement of M/W/EBEs in completing a portion of the services required by RPD by completing the attached M/W/EBE forms. (Example of form attached.)

- Clearly stated policy for allowing requests for fee and permit waivers for all activities and events (along with easily accessible communication of procedures and eligibility requirements.)
- Mention of Equity Statement in the Standards of Conduct (page 46, Section 9.03(a))
Example: “Every officer and employee shall perform his or her duties with impartiality and without prejudice or bias for the benefit of all residents of the Park District and shall embrace our values as stated in the Ridgeville Park District Equity Statement.”
- Process for soliciting meaningful community/constituent input earlier on in the budgeting and resource allocation process.

Recommendation #4: Communication methods and policies should be revised to incorporate current technology (digital communication, social media, etc.) and to use multiple platforms for sending and receiving information. For “Best Practices”, policies should be developed to proactively seek participation and eliminate barriers to engagement.

Attachment C

Ridgeville Park District Equity Charter

Ridgeville Park District is committed to advancing racial equity, diversity, and inclusion in all its forms. We embrace individual uniqueness and foster a culture of inclusion in an effort to create barrier-free access to our parks, programs, services, and facilities. We use a racial equity lens to ensure that all our policies and practices are inclusive and equitable.

Racial Equity Approach

Our approach to achieving diversity, equity, and inclusion is rooted in principles of racial equity. We have chosen to have an intentional, but not exclusive, focus on race to address systemic racism and other forms of oppression and exclusion. A racial equity approach allows us to design policies, practices, and strategies that result in fair and equitable opportunities for everyone. Using this approach compels us:

- 1) to understand the historic and current drivers of social inequities e.g. racism, sexism, heterosexism, ableism, ageism;
- 2) to identify how RPD contributes to and can deconstruct these inequities;
- 3) to work in partnership with the communities we serve.

REDI Board Equity Committee Charter

<p>Introduction</p>	<p>The REDI Committee is a standing committee of the Ridgeville Park District Board of Commissioners that supports RPD’s ongoing work of racial equity, diversity, and inclusion goals.</p>
	<p>The purpose of the committee is to:</p> <ul style="list-style-type: none"> • Lead the Ridgeville Park District to becoming a culturally competent organization. • Conduct ongoing review and revision of agency policies and procedures and make recommendations to incorporate best practices to embed diversity, equity, and inclusion, in policies and management decisions. • Seek regular feedback from board of commissioners, staff, park users, and external partners to inform decision-making. • Serve as a resource for guidance and consultation regarding diversity, equity, and inclusion issues for board and staff. • Build long term meaningful relationship with diverse communities. • Promote and foster a culture that values diversity, equity, and inclusion throughout the Ridgeville Park District. • Foster and maintain a safe environment of respect and inclusion for board, staff, volunteers, and members of the communities we serve.

	<ul style="list-style-type: none"> • Ensure fair and inclusive access to our facilities, programs, resources, and services, and that all our policies and practices are inclusive and equitable.
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Goals	<ol style="list-style-type: none"> 1. Integrate diversity, equity, and inclusion into REDI’s Strategic Plan 2. Generate feedback from staff, board, & park users. 3. Create self-evaluation process for staff, board, and park users to determine areas of progress and growth. 4. Review and make recommendations on RPD policy to fulfill REDI’s mission through greater racial equity, diversity, and inclusion. 5. The REDI Committee will research, recommend, implement, and evaluate expectations of cultural competence for staff, board members, and volunteers. 6. Make recommendations for ongoing training, support, surveys. 7. Review data to evaluate and recommend solutions where institutional inequities exist for Ridgeville Park users.
Members	<p>The Equity Committee chair is Jacy Herman, who will serve on the REDI Executive Committee. The committee is to include 1 senior staff member, and not more than 2 board members who are to serve as advisors and not more than 5 community members.</p>

Attachment D
Ridgeville Park District Equity Lens Process

RACIAL EQUITY LENS

The racial equity lens is a set of questions that will guide the decision-making process for evaluating the potential impacts of existing and future policies, programs, and practices. It is also for diagnosing the impact of the design and implementation of policies on under-served and marginalized individuals and groups, and to identify and potentially eliminate barriers. The process of eliminating inequities is a deliberate, documented process that highlights the ways that individuals are disadvantaged and privileged within a system of institutional and structural oppression. Racial equity results when those who have been historically marginalized whether intentionally or unintentionally, become part of decision-making processes.

By utilizing a racial equity lens, we:

1. Call attention to systemic oppression and racial inequities.
2. Take personal and institutional responsibility for these inequities.
3. Critically assess and reassess our own practices.
4. Become change agents to advance equity.

5. Provide a common vocabulary and protocol for evaluating decisions, policies, processes, programs, and practices for racial equity.
6. Make decisions which result in more equitable outcomes across policies, processes, programs, and practices.

Racial Equity Lens Process

1. The Ridgeville Park District Board of Commissioners and/or Staff will identify a policy, practice, program, or decision (PPPD) to be investigated, and refer it to the Racial Equity, Diversity, and Inclusion (REDI) Committee for review.
2. The REDI Committee will determine what racial and/or ethnic groups could be negatively impacted by the PPPD and submit their recommendations for engaging the identified group(s) (i.e survey, focus group, meeting attendance) to the Ridgeville Park District Board of Commissioners and/or Staff.
3. The Ridgeville Park District Board of Commissioners and/or Staff may then request that the REDI Committee implement recommended method(s) of engagement to determine:
 - A. How the identified group(s) perceives the PPPD.
 - B. If the PPPD makes no change, produces any intentional benefits, or holds unintended consequences to the identified group(s).
 - C. How the PPPD could result in a systemic change that addresses institutional racism.
 - D. What recommendations the identified group(s) has for the park district to improve the PPPD.
4. Based on the responses from engagement with the identified group(s), The REDI Committee will discuss possible revisions to PPPD under review and make a recommendation of formal action to the Ridgeville Park District Board of Commissioners and/or Staff.
5. The REDI Committee will revisit the formal action taken on PPPD by the Ridgeville Park District Board of Commissioners and/or Staff in six months and may analyze the resultant impact on the identified group(s) engaged in the review process.

The adoption of this equity policy will memorialize RPD's commitment to racial equity, diversity, and inclusions as essential values to support our core mission. Addressing issues of diversity, equity, and inclusion is the work of us all. Racial equity, diversity and inclusion can only be achieved by the actions of all people. Our success is dependent on employees and partners of RPD taking strong positive action for the culture to change. This policy provides employees throughout RPD the tools and education to build a more culturally inclusive park district that is accountable to the communities that we serve.