

Objectives

Goals

Strategies

Measures

Hiring & Retention

Develop a diverse and inclusive City workforce

Develop and execute pilot program addressing top 10 primary barriers to diversity and inclusion internally by 1-15-2017

Each individual department and police and fire divisions obtain 10% increase in African Americans, Hispanics, women and individuals with intellectual/developmental disabilities by 12-31-2018

Increase employee development and inclusion

Discuss with department and division heads and civil service and personnel staff various barriers (Perceived and Actual)

Develop an anonymous survey for current and former employees and former job applicants

Strengthen and advance recruitment efforts in all departments and police & fire divisions to target African Americans, Hispanics, women and individuals with IDD

Each department and police & fire divisions develop partnerships with African American, Hispanic, female and IDD professional organizations for the purpose of soliciting diverse applicants

Create and monitor an internal mentoring and development program that promotes diversity and inclusion

Actively promote and compensate qualified minorities

- ➔ Finalize list of top 5 barriers by 10-15-2016 [M&C]
- ➔ Develop pilot program to address top 5 barriers and implement pilot by 06-01-2016 [IRRP]
- ➔ Assess the 6-month pilot by 12-31-2016 [IRRP]
- ➔ Obtain 20% response rate on anonymous survey by 09-15-2016 [M&C]
- ➔ Gather baseline demographic data for African Americans, Hispanics, women, and individuals with IDD and create department and division recruitment and promotion goals by 07-01-2016 [IRRP]
- ➔ Measure baseline vs. current recruitment efforts annually by 12-31 of each year [IRRP]
- ➔ At least 2 partnerships developed for each department and police & fire divisions by 07-01-2016 [CE&CP]
- ➔ Create internal mentoring and development program by 12-31-2016 [IRRP]
- ➔ For each participant, document a development plan consistent with the employee's job classification by 07-01-2017 [IRRP]
- ➔ Measure baseline vs. current supervisory personnel demographics annually by 12-31 of each year [IRRP]

Diversity & Inclusion Action Plans

Ensure that an Internal and External Diversity and Inclusion Action Plan is implemented for all City operations

Ensure that City Council/Commissions/Boards/Employees are encouraged to meet in geographically diverse locations by 07-01-2016

All City operations recognize and are reflective of diversity and inclusion by 12-31-2018

Create list of minimum of one public meeting space from all 17 neighborhoods

Develop a City of Hamilton Diversity and Inclusion Lens

Have all department and police & fire division heads create action plans based on diversity and inclusion lens

Develop award or recognition program for City departments and divisions

- ➔ Distribute the list of public meeting spaces to all external Commissions/Committees/Boards by 07-01-2016 recommending all Commissions/Committees/Boards to hold at least one special meeting at one locations on the list annually if conducive to Commission/-Committee/Board needs [CE&CP]
- ➔ Post the City of Hamilton Diversity Lens on the City website by 07-01-2017 [M&C]
- ➔ Action plans completed by 12-31-2017 and reported to Commission [M&C]
- ➔ Create criteria for awards and recognition based upon tangible diversity and inclusion efforts by 12-31-2017 [IRRP]

Diversity & Inclusion Collaboration & Promotion

Collaborate with Community Stakeholders to promote Diversity and Inclusion

Create a more diverse and inclusive City of Hamilton by 12-31-2018

Identify and develop relationships with potential stakeholders and partners to further diversity and inclusion in the City

Expand external communications utilizing multiple mediums to promote diversity and inclusion in the community

Develop structure and funding sources for Diversity and Inclusion Advocate Group for City of Hamilton Residents in conjunction with stakeholders

Develop award or recognition program for organizations and individuals

- ➔ Create a list of a minimum of 20 potential stakeholders and partnerships within the Community by 07-01-2016 [IRRP]
- ➔ Execute a minimum of 3 diversity and inclusion programs with stakeholders by 07-01-2017 [CE&CP]
- ➔ Develop and implement 10 unconventional outreach methods by 07-01-2016 [M&C]
- ➔ Identify funding sources for the Advocacy Group by 07-01-2017 [CE&CP]
- ➔ Create a Diversity and Inclusion Advocate Group Action Plan by 07-01-2018 [CE&CP]
- ➔ Create criteria for awards and recognitions based upon tangible diversity and inclusion efforts by 12-31-2017 [CE&CP]

Diversity and Inclusion Commission

Standing Committees: 2016-2018

(Standing committees will meet and provide bi-monthly progress reports)

Internal Retention, Recruitment & Promotion [IRRP]

Examples of committee work: Creating and developing mentoring programs, minority apprenticeship programs, and minority high school internship programs

Citizen Engagement & Community Partnerships [CE&CP]

Examples of committee work: Creating and developing programs that ensure City services are diverse and inclusive; Contract procurement of minority and women-owned businesses

Marketing & Communications [M&C]

Example of committee work: Coordinating internal and external communication efforts to promote diversity and inclusion

Diversity and Inclusion Commission

Recommendations for January 13, 2016

Classification and Compensation Study

For the City to implement a classification and compensation study applicable to all classifications by December 31, 2016.

Standardized Performance Evaluation System

For the City to update the Performance Evaluation process by December 31, 2016.

Spanish Training Program

For the City to create and implement a basic command Spanish program to assist with providing better service to our community by January 1, 2017.

Amend Core Values

For the City to amend its core value of respect to reflect Hamilton's commitment to equitable treatment for all.

Standardized Selection Process

For the City to update the selection process for all City Commission, Committee and Board members by July 1, 2016.

Diversity and Inclusion Training

For the City to create and implementing a training plan, schedule and annually recurring program for City employees by April 1, 2016.