



CITY OF NORMAN, OK
CITY COUNCIL OVERSIGHT COMMITTEE MEETING
Municipal Building, Executive Conference Room, 201 West Gray, Norman,
OK 73069
Thursday, February 10, 2022 at 4:00 PM

AGENDA

It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, retaliation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

CALL TO ORDER

AGENDA ITEMS

1. DISCUSSION REGARDING THE CREATION OF THE CITY OF NORMAN DIVERSITY ROUNDTABLE.

2. STAFF REPORT ON HOMELESS ACTIVITY.

ADJOURNMENT



DATE: February 7, 2022

TO: Oversight Committee

FROM: Anthony Purinton, Assistant City Attorney
Cinthya Allen, Chief Diversity and Equity Officer

SUBJECT: Staff Recommendation for Diversity Roundtable

BACKGROUND:

In August of 2021, the Oversight Committee heard a recommendation submitted by the Human Rights Commission, which recommended the creation of a new commission: a Person of Color Advisory Commission. The Oversight Committee requested City staff review the proposal. Based on that proposal, the input from the Human Rights Commission, and the Oversight Commission, the Office of Diversity and Equity is recommending the creation of a Diversity Roundtable. This memo provides legal context surrounding that recommendation.

DISCUSSION:

The legal requirements of Oklahoma’s Open Meetings Act (“OMA”) and the City’s current Boards and Commissions ordinances posed significant barriers to the original recommendation as proposed. Changing the structure of the meeting body from a “formal” commission to an “informal” roundtable would allow the implementation and facilitation of key aspects of the proposal that would not be possible under a traditional board and commission structure. In order to preserve the key characteristics of the proposal, the more informal structure is recommended. The following considerations led to this recommendation:

Strict OMA Requirements

While State law does not require municipal boards and commissions to follow the requirements of the OMA, the City of Norman’s code extends those requirements to all of its boards and commissions. Unfortunately, if the original proposal is implemented as a formal commission, several fundamental characteristics must be taken out in order to bring it into compliance with the OMA:

- Virtual meetings are not permitted under the OMA. The proposal assumes such an option, which does create an opportunity to reach a more diverse population by providing greater access to involvement.
- Open meeting requirements would stifle member communication and collaboration unless held in a meeting open to the public. This would implicate the member’s ability to engage in community outreach and organization outside of a public meeting, as well as restricting communication between members of the commission.

office memorandum

Staff felt like that this requirement would stifle the type of “grassroots” efforts that the proposal envisioned.

- Both the virtual element and the various posting requirements of the OMA limit the responsiveness of the body in emergency or time-sensitive situations. For example, boards and commissions were unable to meet during the worst of the pandemic, bringing the business of those bodies to a halt. A more informal structure would allow this body to continue to meet and engage during such times and to continue addressing the needs of marginalized communities in Norman that are traditionally disproportionately impacted by such events.

City Ordinance Requirements

Similar to the prohibitive restrictions in State law, current City ordinances relating to boards and commission are not compatible with the approach identified in the proposal.

- Mayoral appointments to the Commission may be influenced by political factors. Allowing the Office of Diversity and Equity to oversee membership selection insulates the appointment process, ensuring applicants are selected based on relevant factors in furtherance of the body’s mission and values.
- Codification of the body’s mission and focus limits flexibility of the body to adapt and change based on the needs of the community.
- As an informal body, members would be allowed (and encouraged) to apply for and serve on existing City Boards and Commissions.

Other Considerations

Finally, in addition to the reasons discussed above, an informal body would result in decreased workload for City staff. More specifically, the informal structure would allow City staff to focus solely on substantive matters, eliminating most of the administrative functions required to comply with the OMA.

RECOMMENDATION:

Due to the considerations above, key characteristics of the proposal would be better preserved by shifting the structure of the proposed commission to an informal roundtable, as recommended by the Office of Diversity and Equity. In addition, it also respects the initial goal of the Oversight Committee in reducing the total number of boards and commissions, while still meeting this identified need in the community.

CITY OF NORMAN

Diversity Roundtable



Cinthya Allen, Chief Diversity & Equity Officer
Anthony Purinton, Assistant City Attorney
Oversight Committee Meeting
February 10, 2022

Agenda

- Mission & Vision Principles
- Background and Legal
- Purpose
- Execution
- Content
- Goals
- Timeline

Diversity & Equity Mission and Vision

Mission

- To ensure **systems and resources are aligned** to create a more inclusive community and organizational workforce by building and sustaining an ecosystem of **education, engagement, and access** across all communities in Norman.

Vision

- The City of Norman will **engage** its council, residents, business owners, and stakeholders to understand and support **the value of prioritizing Diversity & Equity** through leadership development, resources, and awareness **to impact quality of life and economic prosperity.**



Background and Legal



August of 2021, the Oversight Committee heard the recommendation from the Human Rights Commission to create of a new commission: a Person of Color Advisory Commission.



Oversight Committee requested City staff review the proposal.



Based on that proposal, the input from the Human Rights Commission, and the Oversight Commission, the Office of Diversity and Equity is recommending the creation of a Diversity Roundtable.

Considerations to Recommendation

- Strict OMA Requirements
- City Ordinance Requirements
- Other Considerations

Purpose

Norman Residents & Stakeholders Addressing City Function Topics for Diverse Communities

- Reduce barriers
- Increase engagement
- Increase quality of life
- Enhance vibrancy

Execution



10-15 Members representing various communities



Bi-monthly Meetings



2 year Commitment on a fiscal year timeline (initial cohort starts on staggered 1 and 2 year commitments)

Execution

Application Process



Open online,
accessible application

Standard rubric for
data-led application
decisions processed
through the Diversity
& Equity Office

Roundtable Content

Focused Discussions

- Perceive access
- Experience barriers
- Positive impact

Exposure to Civic Engagement

- Boards and Commissions
- Non-profits
- Departments



Goals

Create actionable and measurable plans dedicated to building an inclusive community.

Increase access, awareness, belonging, and visibility of diverse communities.



Thank you

Building an Inclusive Community



Homelessness Update

Shelter Quarterly Report Unique Guests:

October 2021: 113

November 2021: 130

December 2021: 132

January 2022: 140

HomeBase Gaps Analysis

To address the growing needs of our families, our neighbors, and our broader community, the City of Norman evaluated the current system, identified the needs and gaps within the system, and developed recommendations to improve our approach to homelessness. With the help of Homebase, a nonprofit technical assistance provider, they developed a Homelessness Gaps Analysis, which is available for review. Click here for the [Gaps Analysis Report](#)

The Gaps Analysis identified 7 priority areas:

- Opportunities for Safe and Affordable Housing
- Low-Barrier Housing and Day Services
- Supportive Services
- Transportation to Employment, Services, and Shelter
- Coordinated Prevention Assistance
- Robust Data Collection and Analysis
- Coordination and Communication to Ensure Effective Use of Limited Resources

The Gaps Analysis also included over 40 potential recommendations. The City of Norman is seeking public input to help prioritize the recommendations and get support for moving forward.

City Council Presentation is scheduled for Tuesday, February 15th by Homebase to address the completion of the Action Plan portion of the Strategic Plan.

Point In Time 2022: Thursday, January 27, 2022

The PIT count provides a snapshot of homelessness in our community. Each partnering CoC (Continuum of Care) & ESG (Emergency Solutions Grant) agency will play an integral role in the PIT count. All data collected is based on agency HMIS projects, and individual agency reporting. Due to the COVID-19 Pandemic, no volunteers were solicited for this year's count.

PIT report is underway and upon completion will be shared.