

# CITY OF WARRENVILLE

## MEMO

To: Community Relations Task Force  
From: Cristina White, Assistant City Administrator *CW*  
Subject: Commission Objectives  
Date: September 22, 2020

Staff has drafted a list of short-term and long-term objectives to provide the \_\_\_\_\_ Commission with some ideas to guide them, especially as they begin their work.

### Short-term Objectives

- Establish a mission statement and define what equality, inclusion, and diversity mean to Warrenville.
- Create and issue a public statement identifying why this is important to Warrenville.
- Determine how the commission measures effectiveness and progress.
- Evaluate benefits of City membership in the National League of Cities, Government Alliance on Race and Equity, and other groups that can provide resources and guidance.
- Develop education materials for the community, and determine how the information will be disseminated.
- Recommend opportunities to interact with the community through established events, programs, etc.
- Recommend opportunities to incorporate volunteer service days.
- Assist the City and other taxing districts in identifying other recruiting channels to encourage a diverse employment applicant pool. Recommend programs to help attract service-minded individuals to local government jobs.
- Recommend training programs for City staff, appointed officials, and elected officials regarding diversity and inclusion. Invite other taxing districts to participate or incorporate similar training programs.
- Evaluate methods of communication – are there barriers to reaching residents in the community? Consider a joint communication strategy with other districts.
- Consider a community survey, hosting focus groups, or other mechanisms to gather feedback and evaluate opportunities to engage the community.

**Longer-term Ideas**

- Work with the Board of Fire and Police Commission and the Police department staff to identify recruiting strategies that further encourage a diverse applicant pool for police testing. Are there barriers that prevent minority applicants from progressing?
- Work with the Police department on opportunities to further engage in the community.
- Work with other City departments on opportunities to improve interaction and service to the community.

**Staff Recommendation**

Recommend the City Council consider adopting the \_\_\_\_\_ Commission objectives as presented.