

Office of Equity Task Force



DATE: October 21, 2019

TO: Members of the Office of Equity Task Force

FROM: Benjamin Danielson and Jan Olmstead, Co-chairs

SUBJECT: **APPROVING RECOMMENDATIONS TO INCLUDE IN THE
DECEMBER 2019 REPORT TO THE LEGISLATURE**

Background and Summary:

During today's meeting, we will have the opportunity to present workgroup findings and deliberate policy recommendations. These recommendations relate to what the proposed Office of Equity should look like (organizational structure) and what it should do (main roles, functions, and relationships).

Recommended Council Action:

After discussion, the Task Force may choose to consider, amend if necessary, and adopt the following motion:

Motion: The Task Force approves the proposed roles and functions, process chart, organizational chart, and position descriptions. The Task Force directs staff to incorporate the above components into a draft report, and gives the co-chairs authority to develop and approve a proposed budget—based on the above components—that includes estimated costs for staffing and office operation. Staff will bring the draft preliminary report to the Task Force for review and final approval at the November public meeting.