



POLICY AND SERVICES COMMITTEE

Tuesday, September 14, 2021

Special Meeting

Virtual Meeting

7:00 PM

AMENDED AGENDA

**all changes are denoted in red on the agenda*

*****BY VIRTUAL TELECONFERENCE ONLY*****

[Click to Join](#) **Zoom Meeting ID: 946-1874-4621 Phone: 1(669)900-6833**

Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of Covid-19, this meeting will be held by virtual teleconference only, with no physical location. The meeting will be broadcast on Midpen Media Center at <https://midpenmedia.org>. Members of the public who wish to participate by computer or phone can find the instructions at the end of this agenda. Members of the public may speak to agenda items; up to three minutes per speaker, to be determined by the presiding officer. All requests to speak will be taken until 5 minutes after the staff's presentation. Public comment may be addressed to the full Policy and Services Committee via email at City.Council@cityofpaloalto.org and available for inspection on the City's website. Please clearly indicate which agenda item you are referencing in your email subject line.

Call to Order

Oral Communications

Members of the public may speak to any item NOT on the agenda.

Action Items

1. Update on State and Federal Policy and Legislation
- ~~2. Office of the City Auditor Presentation of the IT Risk Management Audit Activity Report~~

- [Presentation](#)
3. Update on Recent Race and Equity Work Since March Including an Update on a Records Management System (RMS) Contract for Police Data Collection and Provide any Recommendations to Council on the City's Race and Equity Work

Future Meetings and Agendas

Adjournment

PUBLIC COMMENT INSTRUCTIONS

Members of the Public may provide public comments to virtual meetings via email, teleconference, or by phone.

1. **Written public comments** may be submitted by email to city.council@cityofpaloalto.org.
2. **Spoken public comments using a computer or smart phone** will be accepted through the teleconference meeting. To address the Council, click on the link below to access a Zoom-based meeting. Please read the following instructions carefully.
 - You may download the Zoom client or connect to the meeting in- browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer. Or download the Zoom application onto your phone from the Apple App Store or Google Play Store and enter the Meeting ID below
 - You may be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
 - When you wish to speak on an Agenda Item, click on "raise hand." The Clerk will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
 - When called, please limit your remarks to the time limit allotted.
 - A timer will be shown on the computer to help keep track of your comments.
3. **Spoken public comments using a phone** use the telephone number listed below. When you wish to speak on an agenda item hit *9 on your phone so we know that you wish to speak. You will be asked to provide your first and last name before addressing the Council. You will be advised how long you have to speak. When called please limit your remarks to the agenda item and time limit allotted.

[Click to Join](#) **Zoom Meeting ID: 946-1874-4621 Phone: 1(669)900-6833**

AMERICANS WITH DISABILITY ACT (ADA)

Persons with disabilities who require auxiliary aids or services in using City facilities, services or programs or who would like information on the City's compliance with the Americans with Disabilities Act (ADA) of 1990, may contact (650) 329-2550 (Voice) 48 hours or more in advance.



City of Palo Alto

Policy and Services Committee Staff Report

(ID # 13559)

Report Type: Action Items

Meeting Date: 9/14/2021

Title: Update on State and Federal Policy and Legislation

From: City Manager

Lead Department: City Manager

Recommendation

Staff recommends that the Policy and Services Committee receive a legislative update on State and Federal bills or policy.

Background

In February 2021, the City Council adopted the 2021 Legislative Guidelines ([CMR 11968](#)) which are on the [Intergovernmental Affairs webpage](#) on the City's website. The guidelines provided a baseline for the City's legislative advocates at the state and federal level to advocate on the City's behalf in relation to proposed legislation.

In June 2021, the City Council reaffirmed the type of legislative program and advocacy preferred for Palo Alto. The discussion also included direction to staff on some additional legislation to support in Sacramento.

Discussion

The City's legislative advocates in Sacramento, Townsend Public Affairs, will be present to discuss specific pieces of legislation with the committee in addition to providing an update on the coming weeks and on the session as a whole in Sacramento. The City's legislative advocates in Washington, D.C., Van Scoyoc Associates, will also be present to update the Policy and Services Committee on programs, efforts, and legislation currently taking place in Washington. Below is a high-level summary of activity at both the federal and state level.

Federal Update:

The following federal updates are relevant to the City:

Congress is in recess until mid-September. When they return to legislative session, Senators and Members of Congress will need to immediately address a number of critical issues, including 1) passing the bipartisan infrastructure bill before the end of September; 2) funding the government beyond September 30; 3) increasing the federal debt limit by the end of September; 4) begin hearings on the military's withdrawal from Afghanistan; and 5) beginning

debate on the President’s proposed “human infrastructure bill.”

The information below addresses current efforts and upcoming actions in the Congress and the Biden administration (“administration”) of interest to the City of Palo Alto on infrastructure, housing, appropriations, public safety, and the environment.

Infrastructure

- Infrastructure Investment and Jobs Act
 - The Senate passed the Infrastructure Investment and Jobs Act (IIJA), a \$1.2 trillion bipartisan infrastructure [bill](#) that includes \$550 billion in new federal spending.
 - The bill provides increased funding for roads/bridges, transit, rail grade separations, active transportation, broadband, airport, wildfire mitigation, and electric grid and other energy improvements. The bill does not include congressional earmarks.
 - The House is scheduled to vote on the IIJA by September 27.
- Human Infrastructure Proposal (Budget Reconciliation)
 - The House and Senate are drafting a \$3.5 trillion “human infrastructure” [package](#) that will fund health care, child care, education, and climate initiatives with a goal of having a bill ready by September 15.
 - By using the budget reconciliation process, the Senate is able to pass certain budget bills with a simple 51-vote majority, rather than the 60-vote threshold (e.g., Affordable Care Act).
 - Despite this lower vote threshold, it is uncertain that all 50 Senate Democrats will vote for a \$3.5 trillion bill.

Housing

- Eviction Moratorium
 - The Supreme Court lifted the administration’s current Centers for Disease Control and Protection (CDC) eviction moratorium.
 - The Supreme Court ruled that the CDC did not have the authority to implement an eviction moratorium.
- Emergency Rental Assistance Program (ERAP)
 - To help prevent evictions, the administration is promoting funding that is being allocated from the Emergency Rental Assistance Program.
 - The program helps families make rental and utility payments.
 - ERAP funding is allocated through state governments for cities with populations under 200,000 residents.

Appropriations

- FY 2022 Appropriations
 - Government funding runs out September 30, 2021.
 - Congress must pass fiscal year 2022 appropriations bills by October 1 or pass a

short-term extension through a Continuing Resolution to avoid a government shutdown.

- Debt Limit
 - The debt ceiling expired at the end of July 2021; since then the Treasury Department is using “extraordinary measures” to provide cash for the government to function.
 - The debt ceiling must be raised in order to increase the federal government’s borrowing limit and avoid a default on its debt.
 - If nothing is done, default would occur in October or November.
 - Democratic leadership is hoping to increase the debt limit by attaching it to a must-pass bill; Republican leaders have said they do not intend to vote to increase the debt limit.

Public Safety

- Police Reform
 - Democrats and Republicans continue to seek agreement on broad policing reform through the George Floyd Justice in Policing Act.
 - As discussion between Members of the House and Senate continue, negotiators have dropped efforts to reform qualified immunity that is applied during lawsuits against law enforcement and local governments.

Environment

- Climate Change
 - Democratic leadership and the White House are seeking policies to address climate change, including President Biden’s proposals to make significant reductions to greenhouse gas emissions.
 - Democrats are developing proposals in areas such as clean energy, electric vehicles, environmental justice, climate resiliency, and coastal/ocean resiliency and hope to include in the next budget reconciliation bill.
- Waters of the United States (WOTUS)
 - Earlier this week, a federal district court judge in Arizona threw out the Trump administration’s re-write of the Clean Water Act, which was an attempt to overturn the Obama administration’s Waters of the U.S. regulation.
 - WOTUS establishes the scope of federal jurisdiction under the Clean Water Act, including defining “navigable waters.”
 - The Environmental Protection Agency and the U.S Army Corps of Engineers are currently working to create an "enduring" definition of which waterways and wetlands are subject to the Clean Water Act’s requirements.

Voting Rights

Recently, the House passed the John R. Lewis Voting Rights Advancement Act of 2021 (HR 4) which seeks to overhaul voting laws in the United States. Specifically, the legislation would require federal approval before changes to voting practices could be implemented in states and

localities with a recent history of voter discrimination. While the measure only required a simple majority to pass the House, it would need up 60 votes to clear the Senate.

COVID Vaccine

The FDA recently granted full approval to the Pfizer COVID-19 vaccine for people 16 and older. This is the first vaccine to earn full approval in the U.S. Pfizer and BioNTech are studying the shot's safety and efficacy in younger children and infants. They are expected to seek emergency authorization for 5-to-11-year-olds this fall.

State Update:

Note, this is an update as of the end of August 2021. By the time of the Policy and Services Committee September 14 meeting, the legislation described below will have additional updates.

Update as of the end of August 2021: The Legislature continued its quick pace of progressing bills in order to meet its fiscal deadline of August 27. On Thursday, August 26, there were suspense file hearings for both the Assembly and Senate, wherein bills determined to have a significant fiscal impact either progress, become 2-year bills, or are held under suspense and are no longer active. As of now, a total of 740 bills await action for the final weeks of session, with 245 awaiting consideration in the Assembly and 495 awaiting consideration in the Senate.

Priority Housing and Land Use Legislation Update

The Assembly passed SB 9 (Atkins), which would require the ministerial approval of a housing development of up to two units, or the subdivision of a parcel into two equal parcels, by a 45-19 vote. The bill will now go to the Senate for a concurrence vote before making its way to the Governor's office for a signature or veto. As of August 27, the Governor has not made any public statements on whether he would sign it.

SB 9 is one of two high-profile bills that passed the Assembly before final concurrence. SB 10 (Wiener), which would permit a local government to pass an ordinance to rezone any parcel up to 10 units of residential density per parcel, passed with many Democrats abstaining over concerns with the bill's potential impact on gentrification. Below is a brief overview of a few housing and land use bills and their outcomes:

[AB 989](#) (Gabriel), which would create an Office of Housing Appeals within the California Department of Housing and Community Development to review alleged violations of the Housing Accountability Act for specified housing development projects, passed out of committee and will move to the Senate for consideration.

- [AB 1401](#) (Friedman), which would prohibit local governments from imposing or enforcing a minimum parking requirement on developments near public transit, was held under suspense and is no longer active.
- [AB 215](#) (Chiu), which would provide the Department of Housing and Community Development (HCD) with additional enforcement authority for local agency violations of

specified housing laws, passed out of committee and will move to the Senate for consideration.

Legislature Considered a Statewide Vaccination Requirement

The legislature considered a gut and amended transportation bill as a possibility to become a bill requiring employees and patrons of certain industries to be vaccinated. AB 455 by Assembly Member Wicks was going to be amended to include bill language regarding statewide vaccinations. Though still committed to the effort, Assembly Member Wicks decided to put the legislation on hold given the short time remaining in session and the various concerns raised by stakeholders. The bill would have required that employees and patrons of restaurants, bars, cafeterias, gyms, hotels, indoor sports arenas, and movie theaters either be fully vaccinated or submit to weekly testing and show proof of a negative COVID-19 test before entering the workplace/establishment. Exemptions to the requirement would have been intended for those who are ineligible to receive the vaccine due to age or for those who have a verifiable medical issue or disability. The vaccination requirement would not have applied to employees working remotely and not physically entering their workplace. This gut and amend bill is not moving forward this session.

Brown Act Flexibility Legislation Update

In response to the pandemic and social distancing requirements, local agency meetings have been conducted virtually and sustained under Governor Newsom's [Executive Order N-08-21](#), which is set to expire September 30, 2021. The surge in cases resulting from the Delta Variant highlights the need for the continuation of Brown Act Flexibility. As of now, there are two avenues to pursue an extension, which include another gubernatorial executive order or the passage legislation such as [AB 361](#) (R. Rivas), which would grant local agencies approval to transition to remote meetings if there is a local declared emergency without having to rely on an executive order. However, capitol staff have stated that AB 361 is set to be amended to allow local agencies to continue with virtual meetings only if there is a state declared emergency. Additional amendments will add an urgency clause, meaning its provisions would take effect as soon as the Governor signs it. The new amendments were not available as of the publishing of this report.

Golden State Stimulus Payments

Friday, August 27 marks the day for when eligible Californians began receiving the second round of Golden State Stimulus payments as part of the \$12 billion state tax rebate program enacted by the Governor. The Program serves as a key element to the State's goal of helping vulnerable residents offset economic impacts brought on by the pandemic. The second round of payments has been expanded to reach Californians making \$75,000 or less.

CPUC Extends Comment Deadline for Broadband Infrastructure Deployment

The California Public Utilities Commission (CPUC) issued a [ruling requesting public comment](#) to collect recommendations for the development of middle-mile broadband network infrastructure. While the CPUC has already drafted preliminary maps for where middle-mile

network fiber will be laid, the agency seeks stakeholder input before the plan's finalization. The agency extended its deadline for formal parties to submit opening comments on the statewide middle-mile broadband network to Friday, September 3. The ruling was issued in response to a request from the California Cable & Telecommunication Association. The ruling also extends the deadline for reply comments to Tuesday, September 21. Individual members of the public are still encouraged to file informal comments using the [public comment portal](#) at any time, with no deadline. Instructions for submitting public comments and learning more about how to participate can be found at the [CPUC's website](#).

Session Timeline

Friday, September 3 is the last day to amend bills on the floor and September 10 is the last day of the 2021 Legislative Session.

Recap of Bills

A quick recap on the specific bills on which the City has taken positions, what they do, and current status:

Bill	Topic	Position	Status
AB 26	This bill specifies that law enforcement agency policies must: (1) mandate the reporting potential excessive force by officers; (2) prohibit retaliation against officers that report violations; (3) require that an officer who fails to intercede be disciplined up to and including the same manner as the officer who used excessive force; (4) prevent an officer who has had a finding of misconduct for use of excessive force from training other officers for three-years as specified; and (5) clarify the reporting requirements for uses of force and intervention on another officer who uses excessive force.	Support	Moving forward, on the Senate floor.
AB 703	This bill is focused on open meetings for local agencies and the requirements for teleconferences.	Support	This bill is on hold until next legislative session.
AB 718	This bill would require law enforcement agencies, or an oversight agency, to complete initiated administrative investigations of officer misconduct related to specified uses of force, sexual assault, and dishonesty allegations regardless of whether an officer leaves the employment of the agency.	Support	This bill is being held in the Senate Appropriations committee and is not moving for the remainder of this session.

AB 1346	This bill would the California Air Resources Board (ARB) to adopt regulations to prohibit emissions from new “small off-road engines” (SORE)—such as those in lawn care equipment or portable generators—to apply to engines produced on or after January 1, 2024, or as soon as ARB determines is feasible, whichever is later.	Support	Moving forward, on the Senate floor.
SB 2	This bill creates a statewide de-certification process for peace officers.	Support	Moving forward with some recent amendments, its on the Assembly Floor.
SB 9	This bill requires ministerial approval of a housing development of no more than two units in a single-family zone (duplex), the subdivision of a parcel zoned for residential use into two parcels (lot split), or both.	Oppose	Currently on the Senate floor for a final concurrence vote, the team worked on some of the recent amendments.
SB 10	This bill authorizes a city or county to pass an ordinance to zone any parcel for up to 10 units of residential density, at a height specified by the local government in the ordinance, if the parcel is located in a transit-rich area or an urban infill site, as specified.	Oppose	Currently on the Senate floor for a final concurrence vote, the team worked on some of the recent amendments.
SB 16	This bill expands categories of police and custodial personnel records subject to disclosure pursuant to the California Public Records Act (CPRA).	Support	Moving forward with some recent amendments, it’s on the Assembly Floor.
SB 556	This bill requires street light poles and traffic signal poles owned by a local government or local publicly owned electric utility (POU) to be made available for the placement of small wireless facilities, outlines the rates and fees that may be imposed for such use of these poles, and establishes the processes for reviewing and responding to requests for placing these facilities on these poles.	Oppose	Moving forward with some recent amendments, it’s on the Assembly Floor.

SB 591	This bill authorizes the establishment of an intergenerational housing development for senior citizens, caregivers, or transition age youths.	Support	Currently on the Senate floor for a final concurrence vote, and working on Governor's signature strategy.
SB 765	This bill repeals the existing prohibition on a city or county imposing a requirement of a setback for an accessory dwelling unit (ADU) of more than four feet from the rear and side lot lines.	Support	This bill is on hold until next legislative session.

Timeline and Resource Impact

The timeline was discussed above. No resource impacts for this particular report.

Stakeholder Engagement

Staff connects with relevant stakeholders as needed throughout the legislative session.



City of Palo Alto

(ID # 13562)

Policy and Services Committee Staff Report

Report Type: Action Items

Meeting Date: 9/14/2021

Title: Office of the City Auditor Presentation of the IT Risk Management Audit Activity Report

From: City Manager

This item has been removed from the agenda and will be heard at a future meeting.



City of Palo Alto

(ID # 13568)

Policy and Services Committee Staff Report

Report Type: Action Items

Meeting Date: 9/14/2021

Title: Update on Recent Race and Equity Work Since March Including an Update on a Records Management System (RMS) Contract for Police Data Collection and Provide any Recommendations to Council on the City's Race and Equity Work

From: City Manager

Lead Department: City Manager

Recommendation

Staff recommends that the Policy and Services Committee Receive this Update on the City's Recent Race and Equity Work and Provide any Recommendations to Council on the City's Race and Equity Work.

Background

As part of the City's ongoing Race and Equity work, the City Council adopted a list of directives in November 2020 (link to [Action Minutes](#) (pages 4 and 5); Report [CMR 11754](#)). The directives and progress on each of the directives, as well as other efforts since June 2021, are detailed in this report. Other updates that have come to the Policy and Services Committee quarterly are as follows:

- March 2021 Update ([CMR #12053](#))
- June 2021 Update ([CMR #12342](#))

Discussion

In addition to the directives made by the City Council in November 2020, the City has been engaged in many community initiatives, conversations, and events related to race, equity, and culture. The City issued a [blog update](#) in July to share information about race and equity events occurring throughout the months of this summer. The blog included information about many things including the public art residency program (currently evaluating artist submissions), an Art Center exhibition (just recently closed), Book to Action Community events about How to be an Anti-Racist, a summary on the series of events honoring Asian American Pacific Islander Heritage Month, and more.

The City is currently planning a Town Hall event for early this fall focused on Community Unity in light of recent hate crimes and hate incidents that have taken place, especially against Asian community members. More details on that Town Hall event will be provided as event planning

continues.

Update on Work Assignments

The tables below provide updates on the 17 assignments given by the City Council in November 2020 pertaining to the City's Race and Equity efforts. The first table details updates assignments in progress (6 of 17) and the second table details assignments that have been completed (11 of 17). Where necessary, further information is shared on the assignments following the two tables.

Updates on Remaining Directives

Directive	Work Assignment	Status
B	Expedite implementation of the new police records management system (RMS) with quarterly reports to Council, and to return with the necessary agreements for the records management system allowing for Racial and Identity Profiling Act (RIPA) implementation;	This work is underway. A detailed update is included below these tables.
C	Starting after the full implementation of the RMS and the first data collection period, direct Staff to resume annual data collection and analysis of police contact data similar to the previous Stop Data reports;	This will occur upon completion of RMS implementation (item B above).
D	Work with Santa Clara County on implementation of participation in the Santa Clara County Psychiatric Emergency Response Team (PERT) program and the Mobile Crisis Response Teams (MCRT) program and to return to the City Council with any necessary agreements for program participation;	Staff has made further progress on this directive since June. An update on this item is included below these tables.
H	Include use of force information to the regular Supplemental Report submitted to the City Council as a cover memorandum to each IPA report;	The use of force (UOF) information for Jan. 1, 2015 – June 1, 2020 is available online (https://tinyurl.com/4kwwy6xb). The next UOF report will be shared in January 2022 to include a full calendar year of data. The report will include all uses of force similar to the June 2020 report.
K	Return in the fall of 2021 with parameters, proposals, and strategies prior to engaging in Palo Alto Peace Officers' Association negotiations;	This will occur prior to negotiations in 2022.

Directive	Work Assignment	Status
L	Direct Staff, in coordination with the City's overall diversity and inclusion efforts, to conduct a workforce demographic assessment as baseline information and to pursue an employee assessment to measure City workforce culture;	<p>Staff has begun this analysis. Staff has developed a framework for the data and is working on an updated form to collect current demographic data from staff. Staff also began a demographic assessment of the City's Boards, Committees, and Commissions (BCC). The survey is anonymous and not linked to specific BCC members.</p> <p>Staff is working on a citywide climate survey. The Police Department worked with Stanford SPARQ for a recent survey. More information about this survey is below these tables.</p>

Completed Tasks and Assignments (Note, some include recent updates)

A	Adoption of the mission statement as a guiding statement of the City's commitment to make equity a foundational principle in the City's operational work;	Completed: the mission statement was adopted by City Council on November 16, 2020.
E	Develop/update a policy on the timing of records release related to investigations that qualify for public disclosure under SB 1421 and AB 748;	Completed: Earlier this year staff finalized procedures and workflow related to the release of records associated with investigations that qualify for public disclosure under SB 1421/AB 748.
F	Amend and expand the current Independent Police Auditor's (IPA) scope of services to include all administrative use of force reports where a baton, chemical agent, TASER, less-lethal projectile, canine, or a firearm is used, and all cases where the subject's injuries necessitate any treatment beyond minor medical treatment in the field;	<p>Completed: The City Council approved a contract amendment with the IPA on June 14, 2021 which includes this language as part of the expanded scope of services.</p> <p>The first report to include this expanded scope will be the next IPA report. The August 30 report was written at the same time the contract scope was amended thus it did not include the expanded scope. The staff cover memo for the August report contained the summary of IPA contract amendment items.</p>

G	Maintain an every six (6) months schedule for IPA reports to City Council containing reviews ready at the time of the report; and for the IPA to provide an audit workplan to the City Council for approval;	<p>Completed: The City Council approved a contract amendment with the IPA on June 14, 2021 which includes this language as part of the expanded scope of services. This new schedule of report release started in August 2021.</p> <p>The most recent IPA reports were published on March 22 and August 30, 2021, as informational memos. The staff cover memo for the August report contained the summary of IPA contract amendment items.</p>
I	Refer the police reform legislative priority thoughts and input to the Policy and Services Committee who will be discussing the City's legislative priorities in December 2020;	<p>Completed: This recommendation has been completed; it was included in the City Council-adopted legislative guidelines (CMR #11968: https://tinyurl.com/evzjwhpw) in February 2021. Staff and the legislative advocates continue to track bills. The City weighed in on several police reform bills as well.</p>
J	Refer all race and equity work to the Policy and Services Committee for citywide diversity and inclusion practice areas and policing practice areas;	<p>Completed: The P&S Committee has been receiving quarterly updates and discussion items related to the City Council Social Justice priority and Race and Equity.</p> <p>Staff is working to get supplemental help to assist the City with developing a race and equity roadmap, training, and staff assessments.</p>
M	Policy and Services CEDAW recommendation: Direct Staff to proceed with a community summit on gender equity issues and next steps in Palo Alto;	<p>Completed: The Palo Alto Summit on Women and Girls took place on June 12, 2021 with keynote speaker Lori Nishura Mackenzie. Information online at: https://www.cityofpaloalto.org/Events-Directory/City-Manager/Summit-on-Women-Girls. Potential additional steps and other recommendations are included in this staff report.</p>
N	If the County does not assign a resource to Palo Alto in the next six months, refer to Policy and Services Committee the exploration of the feasibility of a CAHOOTS-type program;	<p>Completed: The County has assigned a PERT resource to the City of Palo Alto.</p>

<p>O</p>	<p>Amend the contract to require the Independent Police Auditor (IPA) to meet with the City Council in open session twice a year with each report;</p>	<p>Completed: The City Council approved a contract amendment with the IPA on June 14, 2021 which includes this language as part of the expanded scope of services.</p> <p>The first of these meetings with the IPA will occur on September 13, 2021.</p>
<p>P</p>	<p>Refer to the Policy and Services Committee consideration of the Independent Police Auditor (IPA) oversight of internal complaints regarding misconduct related to harassment, discrimination, or retaliation resulting in city investigation of uniformed officers.</p>	<p>Completed: The Policy and Services Committee fulfilled this City Council referral and had this discussion at the April 13, 2021 meeting. The staff report is online as well as the action minutes. The Committee voted to recommend the City Council direct Staff and IPA to include harassment, retaliation and discrimination claims within the IPA scope; and research best practices to balance the needs of transparency and public oversight while preserving the anonymity of complainants, witnesses and the subject.</p> <p>The City Council approved a contract amendment with the IPA on June 14, 2021 which includes this language as part of the expanded scope of services.</p>
<p>Q</p>	<p>Direct Staff to work with IT to streamline publishing police policy updates to the City website on a quarterly basis.</p>	<p>Completed: The Police Department found a solution to streamline the redaction process to make quarterly updates. The policy was last updated on May 1, 2021.</p>

Further Details:

Directives B and C: Expedite implementation of the new police records management system (RMS) and resume collection of stop data:

RMS – Staff is in the middle of configuring the RMS program and that includes many 4-6-hour meetings to set the system up. The go-live date is now December 1, 2021; due to coordination issues with the consortium partners this is slightly later than the original mid-November date. The vendor will work with staff on-site for four days during the system transition week. Staff is mapping out multiple train-the-trainer sessions and will begin training the whole Police Department in mid-October through mid-November. Staff is setting up the RMS file transfer process with the Department of Justice (DOJ). The process will have to be tested before the switch to RIPA entry formats which will occur further down the line.

Race and Identity Profiling Act (RIPA) Data – All of the Police Department trainers have completed the train-the-trainer session for the DOJ hosted website. Staff created employee lists with unique ID numbers for each employee and DOJ is working on getting the accounts created by mid-October. Staff will proceed with the training once the accounts are created and plan so far for an Oct 1 start date for entering data into the DOJ website. On DOJ's end it will only be considered "test" data as this time since they are not starting real data collection for agencies Palo Alto's size until Jan 1. By the Police Department starting data entry now, the City will have three months to practice and resolve any implementation issues with the data entry and approval process before the official data entry timeframe begins. As a reminder, the Police Department will be submitting stop data, as required by AB 953, beginning January 1, 2022. The DOJ does not want formal data submissions before that date because the mandate calls for annual data reporting. Given that a year of data will be collected starting in January 2022, the first annual stop data report for the Palo Alto Police Department is anticipated to be available from the DOJ in 2023.

Directive D: Direct Staff to work with Santa Clara County on implementation of participation in the Santa Clara County Psychiatric Emergency Response Team (PERT) program and the Mobile Crisis Response Teams (MCRT) program and to return to the City Council with any necessary agreements for program participation:

Staff continues to move on this directive since the last update to the Policy and Services Committee in June this year. The three updates are as follows:

1. County PERT Program: Santa Clara County Behavior Health Department has been leading the effort to hire clinicians for the Psychiatric Emergency Response Team (PERT) program. After the R&E report in June 2021, the PERT program for Palo Alto has continued to progress and is on track to be launched later this year. The County hired the clinician to be assigned to the Palo Alto Police Department. The Police Department has assigned an officer to partner with the clinician. The Police Department officer and County clinician will begin their in-house training together soon. The internal

administrative tasks needed for the program launch are being finalized now. The Palo Alto Police Department will become the second law enforcement agency in Santa Clara County to field a PERT unit to assist people who are in mental health crisis. At this time, Santa Clara County Sheriff Department is the only other agency with a PERT unit in Santa Clara County. More program information about Palo Alto PERT will be shared in the coming weeks. The County is preparing the draft Memorandum of Understanding (MOU), for the City's review, to move forward with this partnership.

2. Santa Clara County's new Community Mobile Response (CMR) Program: The CMR program has been branded as the Trusted Response Urgent Support Team (TRUST). Santa Clara County's Behavioral Health Department made a [presentation](#) to the Policy and Services Committee in March 2021 ([CMR #12051](#)) about their new alternative response program. As discussed then, the TRUST program is a non-law enforcement response resource for lower-level mental health crises based on Eugene, Oregon's CAHOOTS program and other alternative response program. Following that presentation, Palo Alto successfully advocated for inclusion of a third north county site in addition to the two originally proposed in East San Jose and Gilroy.

The overview for the program can be found here: https://mhsoac.ca.gov/sites/default/files/MHSOAC_Materials_05272021_0.pdf beginning on page 101 and the latest update made by the county to stakeholders can be found here: <https://bhsd.sccgov.org/sites/g/files/exjcpb711/files/documents/MHSA-CMR-meeting-Update-8.10.2021.pdf>. Next steps for the County include the development of a ten-digit phone number, obtaining and provisioning vehicles, and the evaluation of responses to the Request For Proposals to select the Community Based Organizations that will provide services through TRUST. The County hopes to begin administering the TRUST program at the beginning of calendar year 2022.

3. Requesting funds for an alternative mental health response program: In order to ensure adequate coverage of a mental health alternative response program for Palo Alto, the City also submitted for federal Community Project Funding (earmarks) for financial support for this type of program in partnership with the City of Mountain View and the City of Los Altos. The City received many letters of support for this type of program to accompany the application. Congresswoman Eshoo pushed forward the City's request to the subcommittee of the Appropriations Committee and it moved all the way through the House of Representatives. The City is now waiting upon approval of the earmark by the US Senate as part of the appropriations process. Until that point, there is no certainty of receiving the funds but the City is proud to have made it this far in pursuing additional funds to complement any mental health alternative response program in North County and ensure adequate coverage of Palo Alto's needs.

Directive L: Direct Staff, in coordination with the City's overall diversity and inclusion efforts, to conduct a workforce demographic assessment as baseline information and to pursue an employee assessment to measure City workforce culture:

Stanford SPARQ: Between July 25 and July 28, Dr. Rebecca Hetey and her team of researchers from Stanford SPARQ worked with the Police Department to conduct a survey of sworn personnel. During this time, the SPARQ team also participated in ride-alongs and patrol briefings to gain a better understanding of Department personnel and operations. The voluntary survey covered a spectrum of contemporary police issues both nationally and specific to Palo Alto with the goal of eliciting feedback for improved relationships within the Department and the community. Sworn personnel throughout the department participated in the survey, which provided a broad range of responses and data. Overall, the survey was well-received by participants and the Department looks forward to reconnecting with Dr. Hetey in the coming months to discuss survey feedback.

Workforce Demographic Assessment: Staff has been in the process of creating a dashboard to show a point-in-time snapshot evaluation of City workforce demographic data regarding race/ethnicity, age, and gender. Staff also compiled other jurisdiction reports and dashboards that provide additional context for the workforce data (including Santa Clara County demographic data). In the process of evaluating the data, staff realized that more work needs to be done to get an accurate baseline of this important data. As a next step, staff is developing an updated form to collect annual demographic data from staff which will allow the workforce to properly reflect any changes as opposed to the time-of-hire employee information. Additionally, the current information has very limited categories not consistent with contemporary best practices for demographic data, such as requiring employee to choose from two identities for gender (male and female) and requiring employees to select only one racial identity from a limited non-contemporary list of options. By improving the form to collect data and refreshing this data annually, the City can better assess trends in workforce demographic data. The data will also share this data across types of work and management levels at the City.

Boards, Committees, and Commissions (BCC) Demographic Assessment: Staff conducted a recent survey of the BCC demographic information in spring/summer 2021 shortly after a broader BCC training. The summary data is provided in **Attachment A**. The survey for BCC members was shared with them as part of the Citywide Race and Equity work. Staff shared that the data collected in aggregate is not planned to be reported out on an individual BCC basis. Staff intentionally created two separate surveys, one for the demographic information, and one for counting the number of participants by Commission. There is no way to link individual responses between the two surveys or to identify specific individual survey respondents.

Quick summary survey data shows that 77% of respondents have lived in Palo Alto for over 16 years. Of respondents, 85% are homeowners, 50% identify as female and 50% identify as male. The majority of respondents (71%) identify as White for racial group (and an additional 6% identified as Hispanic/Latinx and white) and 9% identify as Asian. Also 47% of respondents are age 60 or over. When looking at the demographics of the respondents who stated participation on one of the City's quasi-judicial BCCs (Architectural Review Board, Historic Resources Board, or Planning Transportation Commission), 73% of respondents have lived in Palo Alto for over 16 years; 100% of respondents are homeowners; 64% of respondents are male and 38% are

female. Over two-thirds (64%) of respondents on the quasi-judicial BCCs identify as White for racial group, 18% identify as Asian, and 45% of respondents are age 60 or over.

According to recent 2020 US Census data, 49.9% of Palo Alto residents identify as White and 35% identify as Asian. Staff will get more summary information about the 2020 Census data for other demographic categories (gender, home ownership, etc.).

Staff continues to work on internal equity efforts and has coordinated a trainer for a microaggression training for BCC members. Staff is also working on a contract for a consultant to assist the City with workforce climate information as well as working towards an equity roadmap.

Directive M: Policy and Services CEDAW recommendation: Direct Staff to proceed with a community summit on gender equity issues and next steps in Palo Alto

Staff conducted the Summit on Women and Girls in June this year. **Attachment B** contains the summary of the summit and detail on the suggestions from Summit participants. Some issues identified during the Summit for potential consideration by the City Council are as follows:

- Should the notes from the Summit breakout sessions and [Jamboard](#) of Summit participants on affordable housing and the ways that it specifically affects women be referred to the City's Housing Element Working Group for consideration?
- Should the City Council initiate additional work on an ordinance addressing topics related to the United Nation's CEDAW initiative?"
- Should the City conduct a review of the City's Recreation Division in collaboration with the Park & Recreation Commission in order to better understand programs and services equity?
- Should the City share the findings regarding youth with the City's Teen Advisory Council for consideration of further action including training on microaggressions and youth mentorship programs?
- Should the City host an annual convening through the Office of Human Services to work to address issues related to greater opportunity and equity for women and girls?

Human Relations Commission 100 Conversations on Race and Lived Experiences in Palo Alto Building on the feedback shared with the City Council in January 2021 in the Black and Brown Palo Alto – History and Current Experience ([CMR #11911](#)) Report, the Human Relations Commission is led initiative intended to encourage the community to have conversations about race in small groups to grow Palo Alto into a community characterized by belonging, vested in diversity, inclusion, and equity and committed to putting words into action.

More information is on the website at: <https://www.100conversations.net/>. **Attachment C**, from the Human Relations Commission Chairperson contains the summary of the effort and detail the high-level recommendations. The HRC Chair is asking the Policy and Services Committee to recommend presentation of the full report to the full City Council as a next step. The full report contains many recommendations related to the topics of police, housing, education, and community engagement.

Upcoming event: The City has historically supported the United Nations Association Film Festival (UNAFF) which is based in the Palo Alto area and is a partnership with neighboring communities. The 24th UNAFF will be held from October 21-31, 2021. This year's theme MOVING FORWARD continues the over two-decade-long celebration of the Universal Declaration of Human Rights, emphasizing the UNAFF's readiness to resume resolute strides towards lasting solutions. A link to the event information is available at: <http://www.unaff.org/2021/special.html>. The UNAFF is one of the oldest solely documentary film festivals in the US. In addition to providing early outlets for films, many of which later went on to win major awards and accolades, UNAFF prides itself in creating a community forum with year-round programs facilitating education and dialogue about different cultures, issues, and solutions.

Timeline, Resource Impact, Policy Implications

Resource requirements for the topics and recommendations within this report vary widely. If particular items are proposed to move forward, staff will further assess and describe resource impacts.

Stakeholder Engagement

Community engagement is an integral part of Palo Alto's race and equity work. Engaging the community at large to provide feedback for the City's Race and Equity strategy has been a priority throughout this process as shown in the Framework. The City continues to engage the community through a series of Race and Equity conversations. Updates on the City's ongoing efforts can be found on the Race and Equity webpage on the City website (www.cityofpaloalto.org/raceandequity).

Attachments:

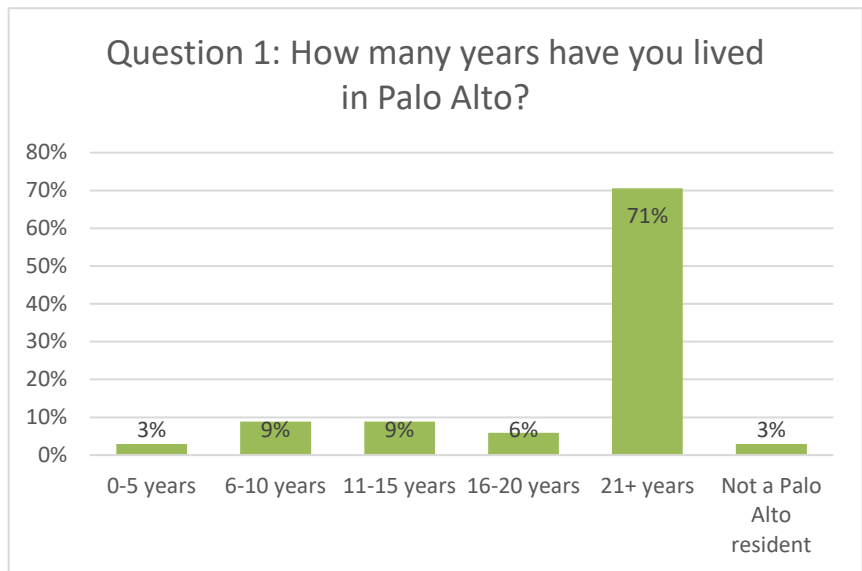
- Attachment A-Palo Alto BCC Survey Summary 2021
- Attachment B - Equity and Inclusion for Women and Girls
- Attachment C-100 Conversations Memo-9-14-2021

Palo Alto Boards, Committees, and Commissions Demographic Data Survey 2021 Conducted Summer 2021

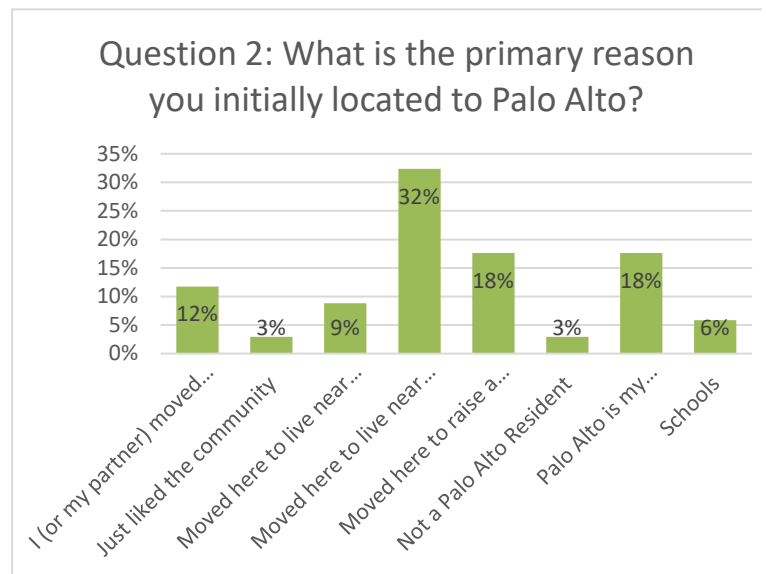
A total of 34 participants responded to the survey. The survey was shared with members of all of Palo Alto’s Boards, Committees, and Commissions (BCCs). The results reflect aggregate voluntary information shared from BCC members. Most questions show the table and chart results as percentages.

Survey Results:

Years	Percent
0-5 years	3%
6-10 years	9%
11-15 years	9%
16-20 years	6%
21+ years	71%
Not a Palo Alto resident	3%
Grand Total	100%



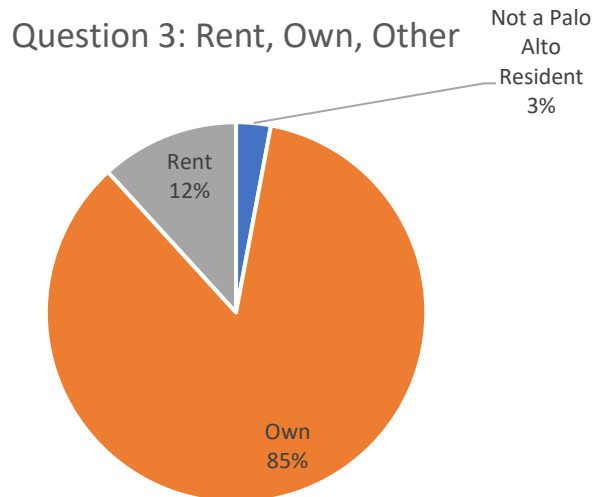
Reason	Percent
I (or my partner) moved here to attend Stanford	12%
Just liked the community	3%
Moved here to live near family*	9%
Moved here to live near work	32%
Moved here to raise a family	18%
Not a Palo Alto Resident	3%
Palo Alto is my hometown (I was born or raised here as a child)*	18%
Schools*	6%
Grand Total	100%



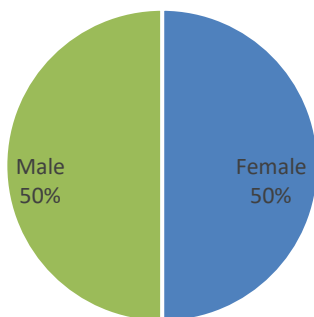
*Palo Alto as hometown also includes spouses, "Schools" was a written-in response, "Moved here to live with family" also includes one "other" who said they moved here to live near friends.

Question 3: Housing - Do you own or rent your current residence? (For the purpose of the survey, you own your home even if you have an outstanding debt that you owe on your mortgage loan).

Own/Rent	Percent
Own	85%
Rent	12%
Not a Palo Alto Resident	3%
Grand Total	100%

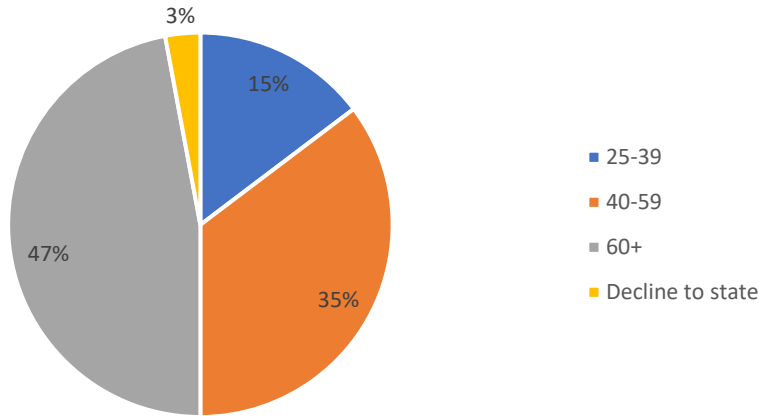


Question 4: What is your Gender?



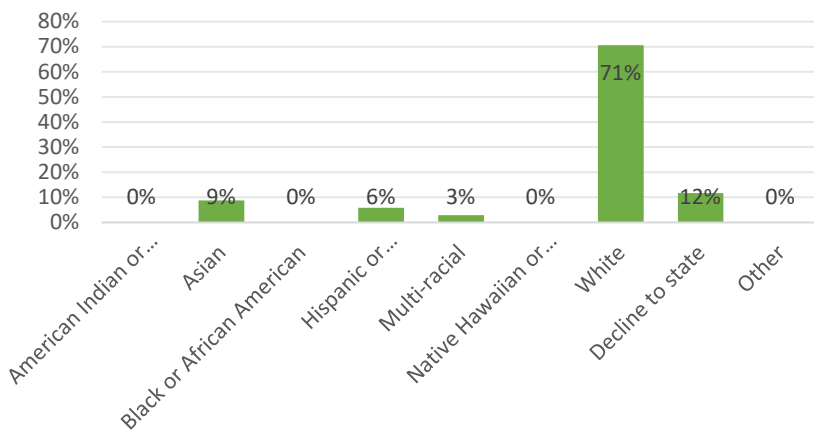
Gender	Percent
Female	50%
Male	50%
Non-binary	0%
Decline to state	0%
Grand Total	100%

Question 5: What is your age group?



Age Group	Percent
25-39	15%
40-59	35%
60+	47%
Decline to state	3%
Grand Total	100%

Question 6: Race and Ethnicity (check all that apply).

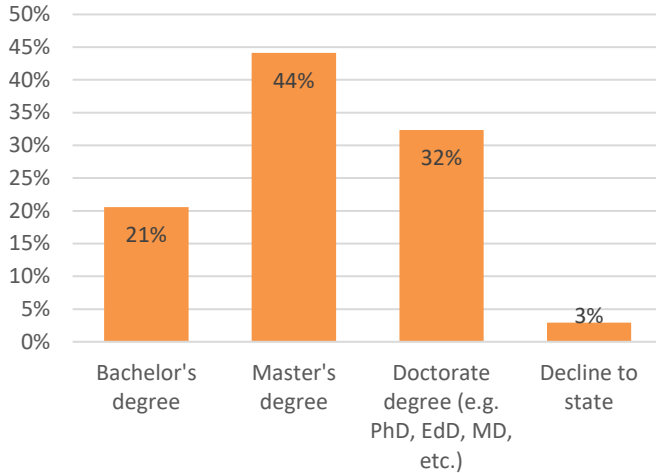


Race / Ethnicity	Percent
American Indian or Alaskan Native	
Asian	
Black or African American	
Hispanic or Latino/Latinx and White	
Multi-racial	
Native Hawaiian or other Pacific Islander	
White	
Decline to state	
Other	
Total	1

Attachment: Attachment A-Palo Alto BCC Survey Summary 2021 (13568 : Update on Recent Race and Equity Work)

Question 7: Education - What is your highest level of school completed? If currently enrolled, mark "Student".

Question 7: Education



Education	Percent
Bachelor's degree	21%
Master's degree	44%
Doctorate degree (e.g. PhD, EdD, MD, etc.)	32%
Decline to state	3%
Grand Total	100%

* No respondents chose "Student" so it is not listed in this chart.

Question 8: How do you identify your socioeconomic status?
(Note: this was an open-ended question; answers were coded/tallied)

Self-Described Socioeconomic Status	Percent
Upper Middle Class	29%
N/A	29%
Middle Class	26%
Adequate	3%
Lower Middle Class	3%
Secure	3%
Upper Class	3%
Do Not Understand Question.	3%
Grand Total	100%

Question 9: What is your Employment Status

Status	Percent
Employed full-time	35%
Retired	35%
Employed part-time	15%
Seeking opportunities	9%
A homemaker	3%
Self-employed	3%
Grand Total	100%

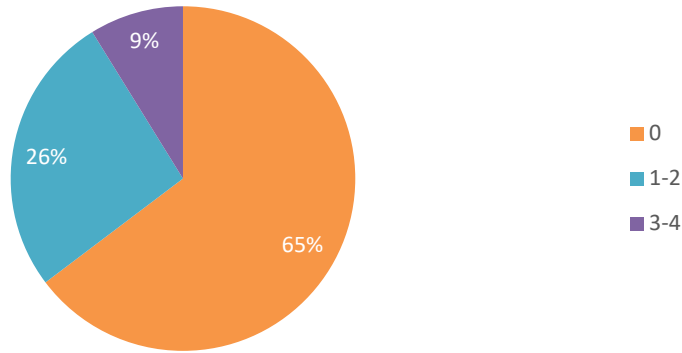
Question 10: Employer Type: Please Describe Your Work

Employer Type	Percent
Employee of a for-profit company or of an individual, for wages, salary, or commissions	35%
Self-employed	24%
Government employee	12%
Retired	12%
Employee of a not-for-profit, tax-exempt, or charitable organization	6%
Decline to state	3%
Self-employed and Employee of a not-for-profit, tax-exempt, or charitable organization	3%
Self-employed and Employee of a for-profit company or of an individual, for wages, salary, or commissions	3%
Currently not working	3%
Working without pay in family business or farm	0%
Total	100%

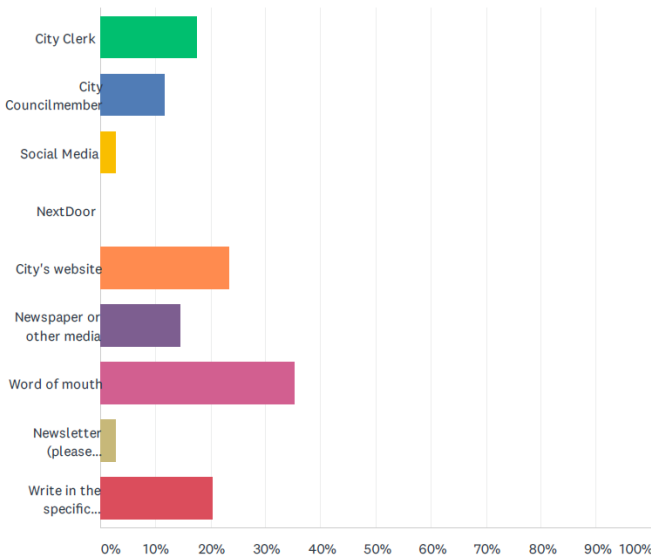
Question 11: Employment Location – Note the general area in which your employer is located.

Location	Percent
Palo Alto	26%
San Jose or Silicon Valley outside of Palo Alto	21%
N/A	18%
San Francisco	18%
Decline to state	3%
Home	3%
Out of State	3%
San Mateo County	3%
Santa Clara & San Mateo County	3%
Southern California	3%
Grand Total	100%

Question 12: Number of children under the age of 18 live in your household?



Question 13: How did you hear about the opportunity to join your current Board/Commission/Committee? (Check all that apply)



Question 14: Are you a member of a Board/Commission/Committee that conducts quasi-judicial hearings (Architectural Review Board, Historic Resources Board, or Planning Transportation Commission)?

No	68%
Yes	32%
Grand Total	100%

Question 15: Do you have any additional comments? [Open-ended responses are provided below]

Council should appoint the best candidates available at the time there are openings. Do not set up a quasi-quota system to mandate diverse candidate membership.
The HRB needs to hire a Historic Planner. HRB has been without a historic planner for several years. This has had a major impact on the ability of the HRB to function.
It is an honor to serve the City of Palo Alto!
Thank you!
Thank you for gathering this information. It is my hope that our boards and commissions are represented by all people of Palo Alto. A diverse board brings more conversation and better decisions.
The real diversity problem on our b&c's is a diversity of expertise. Too many under qualified individuals without proper knowledge making recommendations.
Retired, but employer was initially in Palo Alto, then Santa Clara, then Cupertino, then SF
It has been an honor to serve
Thanks
Thank You!
Glad you are doing the survey. It seems to be very tough to find folks to serve currently
I am in favor of the new policy limited individuals to two terms on boards and commissions.

Attachment B – Equity and Inclusion for Women and Girls (Including CEDAW)

The Convention on the Elimination of all forms of Discrimination against Women (CEDAW) was last discussed at the Policy & Services Committee on November 10, 2020. The following recommendations were made by the Committee.

1. Accept the status report regarding the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW);
2. Direct Staff to proceed with a community summit on gender equality issues and next steps in Palo Alto;
3. Direct Human Resources Staff to publish City of Palo Alto workforce gender demographics; and
4. Include gender equity as an integral element of the City's Diversity and Inclusion initiative.

The following work has transpired since that meeting:

Summit on Women & Girls

With broad representation from nonprofits, women's organizations, business, government, and residents, the Summit on Women & Girls * on June 12, 2021, served as a vital touchstone in understanding the strengths, barriers, challenges and opportunities for women and girls.

The keynote speaker was Lori Nishiura Mackenzie, Co-Founder Women's Leadership Innovation Lab and lead strategist, Diversity, Equity and Inclusion at the Stanford Graduate School of Business. She spoke ([link to video of her speech](#)) on the topic of Intersectionality and COVID. She shared the general impact that COVID has had on women, noting that COVID has exacerbated existing economic tensions - women were already economically oppressed, and COVID is just bringing these stresses to light and making them worse. She encouraged attendees to more deeply explore the concept of intersectionality and how ones overlapping identities and experiences informs and impacts one's outcomes. Using unemployment as an example, Mackenzie challenged attendees to take a more intersectional approach to these problems to understand the full scope of the issue, and with this and other issues, reflecting on the people they have relationships within their personal lives. Mackenzie ended her presentation by stating that she would love for the City to consider naming a street in Palo Alto after a woman of color as an inspiration to young girls.

Attendees were able to choose to attend two of five breakout session topics presented by various panels of experts including; Recreational opportunities/sports/Title IX; Impact of COVID on Women, Representation, Elevating the Experience of Important Voices, and Youth Experiences. There were notetakers in each breakout session and the key themes are included in this summary document.

The key areas of need facing local women and girls as voiced by the breakout session

panelists and/or the attendees include:

- **Affordable Housing** –The housing affordability crisis has impacted women in particular. Many single mothers are economically disadvantaged and are less likely to access housing stability in Palo Alto. High housing costs affects their ability to pay for child care and be involved in other areas the of community.
- **CEDAW ordinance** – There were a strong recommendation voiced by many attendees to pass a local CEDAW Ordinance.
- **Child Care** –Need for quality, affordable and available child care as a tool to women’s economic empowerment and community recovery to the COVID pandemic, but that many child care providers are struggling due to lost income and highly reduced enrollment during the pandemic. The pandemic has highlighted the need for more early education workers and the struggle that many providers are having in finding new staff. Lower wages for this sector compared to K-12 teachers was also mentioned.
- **Recreation & Sports** – Despite Title IX, there is still a great deal of disparity in opportunities for woman and girls. 40% of teen girls nationally do not participate in sports. Majority of athletic coaching staff at local schools are still men. Coaches play a significant role in the lives of young people; that imbalance can have an impact. There is a need for more adult women sports opportunities.
- **Representation** – Greater diversity needed in the decision-making bodies of the City in both elected and appointed positions. More women are needed at the table, but we also must work with those who are not women to have allies. Data collection and use is important when working on issues of equity. Need to dig deeper into women and intersectionality and how issues of race, gender identity, religion, education, income, etc. affects their opportunities and experiences in life.
- **Girls & Teens** - COVID was challenging, being with family all the time and limited time with friends. Mentorship opportunities needed for K-12 girls so they feel confident pursuing all kinds of degrees. Need to educate students and staff and educators on microaggressions. Need expressed for better policies to deal with sexual assault on school campuses. Wellness programs for women and girls that are a safe space. Need to ensure that period product dispensers on PAUSD middle/high school campuses are filled.

Another insight into local issues faced by women and girls was through an online “[Jamboard](#)” that participants were asked to contribute to at various times during the event. The following questions were asked. 1) What are the most critical issues facing local women and girls in our region? 2) What are ideas to address these critical issues? 3) What are your ideas for collaborations on how to move forward on topics discussed today.”

The Summit was an excellent opportunity to understand several of the critical issues facing woman and girls in our community from the lens of the panelists and attendees. In addition to the key suggestions listed below, Office of Human Services staff will continue to look for ways to follow up on the issues and information provided at the Summit.

Staff is sharing the following suggestions from the Summit. These were key areas of needs identified at the Summit as potential actions for the City.

- Should the notes from the Summit breakout sessions and [Jamboard](#) of Summit participants on affordable housing and the ways that it specifically affects women be referred to the City’s Housing Element Working Group for consideration?
- Should the City Council initiate additional work on an ordinance addressing topics related to the United Nation’s CEDAW initiative?”
- Should the City conduct a review of the City’s Recreation Division in collaboration with the Park & Recreation Commission and Community Services Department Staff in order to better understand programs and services equity?
- Should the City share the findings regarding youth with the City’s Teen Advisory Council for consideration of further action including training on microaggressions and youth mentorship programs?
- Should the City host an annual convening through the Office of Human Services to work to address issues related to greater opportunity and equity for women and girls?

It should be noted that follow up on one key area of need listed above is already slated to be heard by the Council:

Child Care – The Palo Alto Early Care and Education Committee, an advisory committee to the city manager on issues related to childcare (ages 0 -12) and early learning, is scheduled to present a report to the Council on September 27, 2021 that will include an update on local child care, an recent assessment on the needs of families with young children and childcare providers along with their recommended areas of action for the coming year. The notes from the Summit that pertain to childcare have been shared with the committee.

** Women and girls - This refers to a gender expansive and inclusive definition*

Gender Demographics

A demographics analysis of City Boards and Commissions will be presented to the Council as part of September Race & Equity Update Report. The analysis for City staff is still being conducted.

Attachment C – Memo about the 100 Community Conversations from the HRC Chairperson

TO: Policy & Services Committee

FROM: Kaloma Smith, Chair
Human Relations Commission

DATE: August 27, 2021

RE: 100 CONVERSATIONS ABOUT RACE --STATUS AND OVERVIEW

Background

In response to a June 15, 2020 staff report on an initial framework and workplan to address systemic racism, Council directed the Human Relations Commission (HRC) to produce a report on the "Black and Brown Palo Alto - History and Current Experience." HRC Chair Kaloma Smith and then Vice Chair Valerie Stinger convened to research and write the report, with much community input, and the final report was presented to the Council on January 19, 2021. From the written and spoken retelling of personal lived experiences, four themes evolved. These were:

- Persistent
 - *We have been doing this a long time and we still don't get it done.*
- Consistent aggressions
 - *It's the DAILY microaggressions that hurt.*
- Positive role models absent
 - *Young people don't have positive role models in their curriculum or around town.*
- Housing denied
 - *Awareness of de jure discrimination limiting access to housing as well as evidence of de facto discrimination*

As the HRC believed that the Commission could play a vital role in addressing issues related to equity and inclusion in the community, they identified an action plan that centered on partnering with 100 community leaders to lead community circle conversations that would meet to discuss race and belonging over the next 12 months. They committed to making this moment a pivot point and commit to be a model for diversity, inclusion, equity, and belonging.

Project Planning

Buoyed by the success of Palo Alto Unified School District's successful community-wide *21 Day Racial Equity Challenge*, Chair Smith and Stinger began the work to create the framework for the 100 Conversations. With key contributions from Inclusion and Diversity leaders at Stanford University, including Mohammed Soriano-Bilal, Associate Dean and Director, Office of Inclusion, Belonging, and Intergroup Communication, Inclusion and Diversity Education and Shalia Kotadia, Director of Culture and Inclusion,

Attachment C – Memo about the 100 Community Conversations from the HRC Chairperson

School of Medicine and additional input and review of a Community Advisory Committee consisting of representation from the City, community, academia, the arts, and nonprofit, a detailed [Toolkit](#) was created, [website launched](#) outreach conducted to recruit conversation leaders, and training sessions held to equip each conversation leader to utilize the toolkit.

The Conversations were designed with this context:

- Vision
 - Palo Alto is a model for equity and belonging, vested in diversity, inclusion, and equity, and committed to putting words into action
- Goals
 - Engage in brave and honest conversation
 - Identify personal behaviors and make a personal commitment to change
 - Identify root causes and specific local initiatives/policy to reshape our community and address structural racism
- Inclusion Criteria
 - Live, work, study, worship, shop in Palo Alto
 - The aim was to generate many different ideas. Diversity was sought; representative sampling, which is relevant for quantification and projections, was not sought.
- Conversations were to be held between May 25 and Juneteenth. That time frame was extended to allow for graduations, summer vacations, and year end activity.

Implementation

The Conversations were structured in two parts, allowing for participants to give value to the process as well as the time answering questions.

- *'Experience with Race'*, the first part, used open-ended questions and activities. The host could tailor the mix for the group. Situations and statements were prepared to promote deep and brave discussion. The examples were local and current.
- *'Ideas for Building a Climate of Belonging'* were sought in the second part. Discussion was specific to Palo Alto. Different groups were at different stages in their understanding and reaction to local racism. Some had very specific ideas; others, more general. Taken together, they give a sense of Palo Alto's thinking.

To date, 33 conversation circles have taken place attended by over 212 individuals. Most conversation circles had between 4-8 participants, a few were larger. 100 conversations was an aspirational goal. Sixty-four people were trained to be hosts. Some held conversations but did not record them. Some chose to co-host with another

Attachment C – Memo about the 100 Community Conversations from the HRC Chairperson

or chose not to host,. Their reasons were anecdotally that they thought they would have help recruiting, that their neighborhood group was more advanced in their study of race, that the focus was too narrowly focused on race excluding questions of Asian experience or anti-semitism; and some ran out of time.

It was noted that the period that the conversations took place was a busy one, competing with graduations, year-end school activities and summer vacations and while many local individuals whose efforts were pulled towards working for an extension of the Statewide eviction moratorium that was scheduled to end on June 30th. While advertised by the City, program volunteers and discussion leaders, there was not a greater push due to limited volunteer capacity and budget.

Outcomes and Key Learnings

The conversations offered an opportunity for those who participated to have a significant conversation on race. Approximately 30% of attendees had never had a conversation about race in Palo Alto before.

Outcomes of the conversations were categorized into three areas: 1) Learnings 2) Experiences and 3) Emotions. An activity called Four Corners in which one had to reflect on a situation from the perspective of the target/victim, committer, supporter (one who speak up) and bystander was found to be especially helpful in understanding the impact of racist acts.

Two outcomes are particularly important. First, many attendees expressed concern that classicism may compound the problems of racism faced by Black, Brown and Asians in Palo Alto. Racism is further compounded by increasing economic disparity and a lost sense of place. Second, white privilege, which so frames the lived experience of Black and Brown citizens, is barely understood by the dominant local population.

Some other learnings, emotions, and experiences, which were important to the discussions, were captured in the summaries. These include:

- Experiences in Palo Alto reflected a changing Palo Alto, where economic disparity compounds racial privilege and lessens a sense of place; DIE programs that were not uniformly staffed and funded; and a Police Department that was often, but not consistently sensitive to the community.
- Racist incidents, for example in rental, job or automobile negotiations
- Experiences with and profiling by the Police Department that have led to distrust among some people of color (POC). Racist treatment from realtors, educators and general community members who resorted to cultural stereotypes and ignorance
- Experience of neighborhood watch
- Inadequacy of under-resourced DIE programs

Attachment C – Memo about the 100 Community Conversations from the HRC Chairperson

- Experience of surveillance
- Strong emotions including anger and sadness, but also led to the start of understanding
- Dismay that we still face so much racism, 'even' in Palo Alto
- Differing expectations of teachers
- Learnings centered on white privilege

While each of the conversations lasted about 90 minutes, participants left with a sense of personal commitment to continue to work on issues of equity and inclusion in Palo Alto and shared these during the survey process. Individuals expressed their personal commitment to understand more deeply the lived experience of Black and Brown Palo Alto, to advocate change and to learn helpful behaviors. More specifically, this included commitments to:

- Be in further conversation with each other on this important topic, to continue the dialogue about local, systemic racism
- Advocate for progress, improve justice in policing
- Building Community, push Council to create real community; change how one welcomes marginalized communities
- Learning and understanding, lobby our educational institutions to present an accurate picture of our history
- Being an ally, learn and read more to understand how people of different races feel; learn how to be an upstander

The way in which this program was designed, as a collaboration with a diverse group of professionals and community members, and the toolkit that was created, serves a model for continued and future action on inclusion and belonging in Palo Alto. It is not too late for conversation circles to still occur, starting the process of listening and understanding, expanding to include others in the community. The feedback of those who did participate, along with their suggestions for next steps, were brought back to the Community Advisory Committee for review and discussion, before being included in a report back to the HRC.

While the conversations were a valuable and personal complement to a year of study of literature and history, follow through is anticipated. 'The key now is for the HRC to actually roll the output into an executive summary of findings and to use that to create and drive a "change agenda"'. It's worth noting that interest and good will of community partners exists now and can be leveraged to realize the vision crafted at the outset.

Palo Alto is a model for equity and belonging, vested in diversity, inclusion, and equity, and committed to putting words into action

Attachment C – Memo about the 100 Community Conversations from the HRC Chairperson**Next Steps**

A recap of the project and its finding was presented to the HRC at their August 12, 2021 meeting by Chair Smith and former Vice Chair Stinger, the two principal leaders of the project. The Commission discussed various options for reviewing and considering the next steps presented to continue focusing on inclusion and belonging, but in the end voted (Vote 5-0) to recommend forwarding the following general category of recommendations to the Council first for initial review, comments and direction.

To enhance inclusion and a sense of belonging, these recommendations are made to the Council:

- HRC Convene Civic and Community Partnerships around
 - Policing
 - Education
 - Housing
 - Community Engagement

- HRC Propose Belonging as a City Priority in 2022

The HRC will utilize the findings from the conversations, along with the feedback and direction for the Council, to further refine its continued work on inclusion and belonging in the community. As they were designed to do, the conversations provided numerous and rich suggestions from the community for implementation. Participants were thoughtful. They expect, in turn, to see the how the work on inclusion and belonging will continue.