



SANDY SPRINGS

GEORGIA

Diversity and Inclusion Task Force

Tuesday, June 14, 2022

Meeting Agenda

6:00 PM

The Diversity and Inclusion Task Force Meeting will be held in the Barfield Conference Room, 2nd floor, at Sandy Springs City Hall (1 Galambos Way, Sandy Springs, GA 30328).

Live-stream:	Public Meeting Portal (CivicClerk): https://sandyspringsga.civicclerk.com Zoom Webinar: http://spr.gs/DITaskForceMeeting
Teleconference:	Phone: (646) 558-8656 Webinar ID: 895 7569 1744

I Call to Order

II Prayer - Rabbi Joshua Heller, Congregation B'nai Torah

III Roll Call

IV Approval of Meeting Minutes

DIT2022-12 March 8, 2022 Diversity and Inclusion Task Force Meeting Minutes

V New Business

DIT2022-13 Recreation Subcommittee Report
(Presented by Clarissa Sparks, Subcommittee Chair)

DIT2022-14 Task Force Chair Report
(Presented by James E. Bostic, Jr., Chair)

VII Prayer - Rev. Bill Murray, Rector, Holy Innocents' Episcopal Church

VIII Adjournment

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in a public meeting, or who have questions regarding the accessibility of the meeting or facilities should contact the City Clerk at 770-730-5600 promptly for assistance. The City will make reasonable accommodations for those persons.

Recreation and Parks Subcommittee Report

We each have a responsibility to continue to uplift the diversity of Sandy Springs, and that requires making sure our facilities are inviting and supporting of everybody. Over the past year the Diversity and Inclusion Taskforce has had the opportunity to partner with community leaders, nonprofit organizations, and the Parks & Recreation Department to make sure that underserved communities voices are heard and their voices matter when making improvements to our community. As members of the subcommittee, it was and is our goal to promote inclusion in our community's Parks and Recreation facilities.

Recommendations to Sandy Springs City Council: create a stronger communication strategy to promote the facilities and services of Parks & Recreation

- (e.g.) Parks & Recreation partner with the Fulton County Library System to promote summer programs alongside reading programs

Sub Committee Highlights:

- Parks & Recreation Subcommittee Meetings (June 2021, August 2021)
- Preplanning process of Community Focus Groups (8 participants identified)
- Conducted a Community Survey in Partnership with Sandy Springs Together (715 participants)
- Meetings (June 2021, February 2022, June 2022) with Michael Perry the Director of Parks and Recreation to get a better understanding of the department and what initiatives are currently being implemented.

**Sandy Springs Diversity and Inclusion Task Force
Communications Subcommittee Proposal
Submitted 2/8/2022**

Subcommittee Members: Rabbi Joshua Heller (chair), Nicole Morris, Olivia Rocamora, Clarissa Sparks

Overall Goal: Remove barriers preventing members of any race, ethnicity or marginalized community from connecting with Sandy Springs civic life and city government.

Proposals:

1. City staff identify most effective mechanisms to transmit key information to city residents in places where they travel, work, shop and congregate. City staff should choose the most effective combination of the following options.:
 - a. Advertising on existing MARTA or other venues/locations that will be visible to city residents who may have less access to other avenues of information
 - b. Setting up kiosks/digital communication hubs in key high-traffic areas (could be electronic or print- challenge is who owns them/who is responsible for maintenance).
 - i. Businesses like supermarkets and pharmacies
 - ii. Recreation areas
 - iii. Bus stops
 - c. Better publicity for the Sandy Springs Works app (including a QR code posted around the city). If this is the primary option, needs a translated version with user interface and information translated into Spanish.

Metric: number of viewer impressions on advertising, number of users of app.

2. Make agendas and results of key city meetings more accessible
 - a. Multilingual closed captioning of live streamed public meetings and events, with wordly¹ or other technology as potential solutions.
 - b. Release with in Within 72 hours of of release of original, also release t Translation into “Plain English” and Spanish of the following types of documents.
 - i. Executive summaries for all major reports and studies

¹ <https://www.wordly.ai/>

- ii. Public notices
- iii. Event advertisements/marketing
- c. Determine best method of translation
 - i. Designated staff position
 - ii. Contracted Out: Preference to Sandy Springs minority-owned business
 - iii. Volunteers
- d. Test navigability of website.
- e. Signage at locations around the city (see recommendation #1)
- f. Accessibility for hearing impaired (English closed caption or ASL)²

Metric: Implementation of Item b- release within 72 hours of translation into “Plain English” and Spanish of documents itemized there.

3. Identify languages other than Spanish and English that have significant representation (US Census data indicates that there are about 6,000 residents of Sandy Springs who speak Spanish and do not speak English, “Very Well”). There are about 4,000 residents who speak all other languages combined as their primary language but do not speak English “Very Well”). These are divided between Indo-European, Asian, and “Other” languages. We may not currently have enough households who need translation into any single language other than English or Spanish to make such translation cost effective, but that may change in the future, and a technology solution may make it easy to add additional languages at minimal cost.
4. “Newspapers of Record”- Work with apartment community owners and resident associations, and Sandy Springs Reporter and Sandy Springs Neighbor to identify most effective ways to distribute those newspapers to residents. Though these are private businesses, the city has financial and other levers to encourage them to cooperate (e.g. City uses Sandy Springs Neighbor as a “paper of record.”). Long term, print media may be less useful, so also discuss ways to make the electronic versions of these news sources more accessible.

Metric: number of papers taken up in apartment complexes.

² Accessibility for those of differing abilities, including vision or hearing impaired, is beyond the scope of this task force, but should be addressed by the committee.

5. Ensure that members of minority communities are aware of and apply for full time and contract employment with the city.
 - a. Within city H/R department ensure that there is a staff person holding a DE&I portfolio.
 - b. Use a DE&I consultant to identify possible sources of bias in hiring and take steps to mitigate.
 - c. Use the framework found in Appendix I.

Metric: Racial and Ethnic makeup of Sandy Springs Workforce (in particular, white collar/managerial) is similar to that of Sandy Springs residents.

DRAFT

6. City works more closely with partners who have reach within ethnic communities, by using them to assist in distribution and collection of key information from those communities.

(eg - city information in parent communications, city representatives hold meetings at schools, surveys distributed through school media)

a. **Public Schools** (in particular those with high minority representation)

b. **Key private schools**

- i. Mount Vernon Presbyterian
- ii. Holy Innocents
- iii. Galloway

c. **Churches:**

- i. Mount Vernon Presbyterian Church
- ii. St Judes Catholic Church
- iii. Holy Spirit Catholic Church
- iv. Holy Innocents Episcopal Church
- v. Mount Vernon Baptist Church
- vi. North Springs United Methodist Church
- vii. North Atlanta Church of Christ

d. **Nonprofits:**

- i. Sandy Springs Mission
- ii. Los Niños Primero
- iii. Solidarity Sandy Springs
- iv. La Amistad
- v. Community Assistance Center
- vi. Horizons
- vii. Sandy Springs Education Force
- viii. St. Vincent De Paul
- ix. Healthy Youth USA

e. **Other potential partners for collaboration**

~~i. The Galloway School~~

~~ii.~~ Sandy Springs Rotary Club

~~iii.~~ The Weber School

~~iv.~~iii. Sandy Springs Society

~~v.~~iv. The Couchman Noble Foundation

Appendix I

Prepared by Nicole Morris

Provide the City of Sandy Springs a framework for how to create an effective strategy for hiring diverse talent. The task force suggests that City could working with a diversity consultant to help the HR department to write inclusive job descriptions and candidate communications. The DEI consultant can also assist with minimizing selection bias in the recruiting and hiring process. The following questions are good places to start when evaluating your hiring process to assess where you have bias in the selection process:

- Are team members aware of unconscious bias and where it can show up in the candidate selection process?
- Do you have a process or strategy to address upfront candidate selection bias?
- Do you take steps to build awareness and understanding of personal bias?
- Do you have measures in place to reinforce awareness of bias in your team's daily work and hiring decisions?
- Do you have systems to help ensure anonymous candidate profile or resume review?
- Have you instituted representative review panels and training of resume reviewers?
- Do you have systems to independently collect and report candidate feedback?



Sandy Springs Diversity and Inclusion Task Force:
Housing Subcommittee Presentation of Recommendations

THE CITY'S EXISTING WORKFORCE HOUSING¹ INITIATIVES:

- **CDBG FUNDING:** Reallocate funds from Community Development Block Grant Funding to support workforce housing initiatives when the city's current Section 108 loan for sidewalk projects finishes. Anticipated date of initiative: 2024
- **HOUSING INCENTIVE POLICY:** Revisit the [Economic Development Incentive Policy for Affordable Housing](#). Since its creation in 2017, no developer of the North End has taken advantage of these incentives. Anticipated date of initiative: late 2021

TASK FORCE RECOMMENDATIONS:

- **Invest in Expertise on and Transparency of Housing & Best Practices for Redevelopment**
 - **PHASE 2 HOUSING STUDY:** Reinstate Phase 2 of the Housing Needs Assessment proposed in December 2020 but suspended by City Council in January 2021. This assessment will provide research-based recommendations of what other cities have done to tackle similarly complex housing obstacles.
 - Assistant City Manager Kristin Smith identified this study as a “strong first step” the city should take toward workforce housing.
 - This study should be carried out through HR&A, who completed Phase 1 of the Housing Needs Assessment. Reasons include
 - Consistency with previous steps to understand the city's challenges (Phase 1)
 - A breadth and depth of experience and knowledge of what other cities in the country are doing to meet this challenge
 - Alignment with the city's approach and philosophy to hire outside consultants for expertise and ensuring a higher priority to address complex issues
 - Immediate inclusion of the Latinx community in the workforce housing conversation: HR&A has agreed to provide all past documents such as

¹ “Workforce Housing” should be defined as households earning \$50K or less and is terminology aligned with the city's [addendum](#) to the Next Ten Comprehensive Plan, which states its priority actions are to “preserve quality, affordable, and workforce housing for teachers, first responders, healthcare workers, and others who are essential to the community.”

the Housing Needs Assessment and all future assessment documents in Spanish.

- DIRECTOR OF HOUSING: create a position which is responsible for ensuring all redevelopment projects are evaluated and implemented through a racial equity lens and impact of diversity. Redevelopment includes trails, parks, commercial properties and residential housing, which all influence maintaining workforce housing for working families.
 - All housing development proposals considered should include a presentation of and public access to data regarding the sites impacted: location of the site, number of units impacted, and number of families making \$50K or less who are/are not able to continue living in the new development.
- **Increase the scope of incentives in the [Economic Development Incentive Policy for Affordable Housing](#).**
 - Expand the existing incentives beyond the North End
 - Lower tax rates to developers
 - Give height allowances to developers to allow them to build higher, creating more density to increase their profits
 - In exchange for incentives, developers must
 - Provide at least 25% of units designated for workforce housing for renters earning \$50K or less. Prices would be guaranteed for ten years. In the case of the city first purchasing property, this number should be increased to 30% of units designated for workforce housing.
 - Provide 3 BR units to ensure larger families are included in redevelopment plans and not just individuals and small families.
 - Provide a right of first return for residents displaced due to demolition.

Note: The Phase 2 Housing Study, when reinstated, will provide additional options for how other cities are partnering with developers in the goal of creating workforce housing.

- **Preserve and Protect All Remaining NOAHs.** In order to protect diversity on all levels, the city needs to take immediate steps to preserve the naturally occurring affordable housing (NOAH) the city is known for: older complexes.
 - Matthew Bedsole, Senior Analyst at HR&A Advisors, spoke of the importance of the city's NOAHs at the November 3, 2020 City Council Meeting: "The one thing we found unique about Sandy Springs is the quantity of affordable housing that exists here today in the city which is different than the other municipalities around the northern arc...this is not just a resource that you can snap your fingers and build. It's something you're lucky enough to inherit."
 - According to the [Housing Needs Assessment](#), there are 13,510 multifamily housing units in need of preservation and protection.
 - Recommendation for buildings that house these units: For all renovation permits submitted to the city, approval must be contingent upon 30% of the units remaining

affordable (for families making \$50K) for twenty years. These units must be a mix of one, two, and three bedroom units.