



## City Council AGENDA REPORT

**DATE:** 11/01/2021

**AGENDA OF:** 11/09/2021

**DEPARTMENT:** City Clerk

**SUBJECT:** Health in All Policies: Year 1 Implementation Report and FY 2022-FY 2024 Work Plan (CM)

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**RECOMMENDATION:** Motion to accept the HiAP Year 1 implementation report and approve the proposed FY 2022-FY 2024 HiAP Workplan.

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**BACKGROUND:** Recognizing that local governments play a role in community well-being through policy and decision making, the City adopted a Health in All Policies (HiAP) Year 1 Implementation Work Plan in January, 2020. The framework's three pillars are equity, public health and sustainability. Key definitions related to HiAP and its three pillars are contained in Appendix A of the Work Plan for reference. Since adoption, the City has made substantial progress on the Workplan despite the challenges brought on by the covid-19 pandemic. This report summarizes the progress on the work plan and offers a 2 year future workplan for intentionally integrating HiAP's 3 pillars sustainability into our work.

Pursuant to the ordinance and City Council policy adopted in December, 2019, the City of Santa Cruz implemented a work plan that meets five (5) work plan objectives:

- Ensure new staff, commissioners, and leadership are trained in all three pillars of HiAP.
- Support participation by staff and leadership in stakeholder and partner convenings 1-2 times a year to ensure cross sector collaboration.
- Prepare and distribute guidance on how staff should include equity, health and sustainability in agenda reports.
- Develop a framework for measuring and reporting on equity, health and sustainability outcomes and improving the well-being of our community.
- Conduct an annual evaluation of the City's HiAP effort and report to City Council.

**DISCUSSION:** The adopted Implementation Work Plan contains 8 implementation actions designed to achieve the 5 Implementation Work Plan Objectives. There are 19 process and impact evaluation indicators also specified in the Implementation Work Plan that are also tracked for the implementation actions. This report constitutes the annual outcome evaluation the Work

Plan calls for after Year 1 implementation. Progress on each action and its associated process or impact metrics is described below.

### **Implementation Action 1.1: Staff Training on HiAP in Agenda Reports**

Several options were developed and launched in January 2021 for live and asynchronous staff training on HiAP including: 3 small group training webinars, a recorded ½ hour reference webinar, slide deck, and an Agenda Report Language guidance document. All reference training options are available to employees and were promoted via email and the employee training catalog. Small group trainings took place with divisions in the Water Department, Parks and Recreation Department, Human Resources Department and Finance Department. All materials developed are found at M:\ClimateAction\Health in All Policies\Agenda Report Guidance Doc. In 2020, despite the impact of the COVID-19 pandemic and a slow rollout of the guidance, over 10% of agenda reports in front of City Council contained HiAP language that met the intent of the guidance document. As part of the proposed 2 year future workplan, an informal goal of 50% of agenda reports containing HiAP language was set for 2021 and 90% for 2022.

### **Implementation Action 1.2: Staff Training on Diversity and Inclusivity**

Currently all staff, commissioners and City Councilmembers are required to complete “Harassment Prevention” training, which was offered four (4) times in 2020. Also, all staff and City Councilmembers are required to complete “Understanding Cultural Diversity” training, which was offered twice in 2020. Commissioners may also optionally participate in HiAP training opportunities and were notified of the dates contained in the employee training catalogue but were not tracked for participation. Because equity was found to be the topic most misunderstood by employees as indicated in the employee survey from 2019, the City also offered a popular class from 2019 in the Employee Training Catalog for 2020 entitled “Diversity and Inclusivity in the Workplace.” Since HiAP workplan adoption, over 200 employees have been trained through the City’s Human Resources Department Diversity and Inclusion training offered through the employee training catalog. The Equal Employment Opportunity Committee are also exploring development of a diversity, equity and inclusion policy and plan as part of the 2 year HiAP future workplan.

### **Implementation Action 1.3: Onboarding training for City Councilmembers, Commissioners and employees**

In addition to employee training described above, offered to councilmembers and commissioners, training also took place for the Equal Employment Opportunity Committee, Water Commission, Parks and Recreation Commission, Transportation and Public Commission and Arts Commissions over 2020 and early 2021. Although there is no official process in place yet for new commissioners or councilmembers, HiAP will become part of each new City Councilmember’s introductory information binder. Human Resources has also indicated that when it evaluates onboarding training for new employees it will consider how to enhance the minimum training requirements.

### **Implementation Action 1.4: Department Heads Completion of an Equity Screening**

Department Heads and Management staff representatives from each department participated in a 3-hour Equity Workshop on February 25, 2021. There was a pre-workshop equity readiness capacity self-assessment survey conducted with all participants in advance of the workshop to understand and share where participants and the city on the whole are and would like to be on the spectrum of community engagement. Topics discussed included building shared language and terminology, modeling equity best practices in communications, examining the history of

injustice and present-day impacts in Santa Cruz, utilizing tools for centering HiAP in departmental work, and the nexus with the Interim Recovery Plan. In the workshop, city staff also identified priorities for the next two year HiAP Work Plan as described in the Discussion section of the agenda report. A post workshop evaluation indicated that the majority of participants learned something new in the workshop that was useful and relevant to their work. A summary of the Equity Leadership Workshop activities can be found in Attachment 1.

### **Implementation Action 2.0: Design, participate and/or facilitate stakeholder convenings**

Recognizing that intentional cross-sectoral collaboration across the three HiAP pillars can improve the design of projects, programs and policies that help to achieve community well-being, City staff participated in and facilitated four stakeholder convenings in calendar year 2020 including: 2 presentations to National Association of County and City Health Officials (5/26/2020 and 6/24/2021), hosted one Monterey Bay Regional Sustainability and Equity Convening, co-hosted 2 CORE Coffee Chats (7/21/2020 and 3/2/2021) and facilitated a presentation/discussion with the Santa Cruz County Commission on the Environment (5/27/2020). We have also had conversations with a number of local and regional organizations about the City's efforts in smaller meetings (e.g., Santa Cruz Climate Action Task Force, Santa Cruz County Health Department, the Santa Cruz County Health Improvement Partnership, the Santa Cruz County Business Association, the County of Pima, Arizona).

### **Implementation Action 3.0: HiAP Guidance for Employees, Commission and Leadership**

A document entitled HiAP Agenda Reports Guidance document and an accompanying quick reference chart (the HiAP "lens") were prepared with staff and HiAP leadership working group and disseminated to staff in late 2020 as described in Action 1.1. The guidance contains a brief introduction to HiAP, its principles, history and key terminology; examples of workplace equity in practice and use in agenda reports; links to foundational documents and other equity tools and resources, an introduction to the CORE conditions for community health and well-being; and a Quick Reference chart for crafting HiAP language in agenda reports. While a study session was not conducted with City Council in 2020 on HiAP, City Council will participate in an equity focused climate action plan study session in early 2022.

### **Implementation Action 4.0: Design a HiAP Evaluation Framework and Report on Year 1 Findings**

The evaluation framework consists of two elements: this qualitative narrative report and a baseline reporting of recommended community health and well-being outcome indicator metrics presented in Attachment 2. Together, these elements of the evaluation indicate the effectiveness of the HiAP framework. The Santa Cruz County Community Assessment Project and the County Collective of Results and Evidence-based (CORE) Investments Conditions offer outcome evaluation that measure social determinants of health and well-being indicators and thus the recommended outcome indicator metrics align with that effort and its common data sources. While the City will track and report outcome indicator progress every 2 years (next in 2023), it is important to acknowledge that systemic change and improvement to community well-being require sustained effort over years and even decades. Thus they are longer-term outcomes the City seeks to achieve. These community health and well-being outcome indicator metrics are also complemented by newly proposed equity indicator metrics for the Interim Recovery Plan's quarterly reporting and indicator metrics to be developed related to climate action and green economy resulting from the Climate Action Plan 2030 development process in progress currently.

In addition to the specific Implementation Actions outlined in the Year 1 Implementation Workplan, staff also compiled other HiAP-aligned initiatives the City staff worked to complete. These are highlights and this is not a comprehensive list. The relevant HiAP pillar(s) each initiative addresses is also highlighted (where e=equity, p=public health and s=sustainability).

<u>Table 1. Year 1 Initiative by Department</u>	<u>HiAP Pillar(s)</u>
CC: Coordinate MLK march for the past 4 years with NAACP	e
CC: Declaration of Racism as a Public Health Crisis	exp
CMO: Census outreach in Beach Flats	e
CMO: Integration of equity indicators into Interim Recovery Plan	
CMO: Climate Action Plan 2030 (ongoing thru 2021)	sxe
CMO: COVID-19 Communications	e
CMO: Resilient Coast engagement	sxe
CMO: Working with street vendors.	exp
ED Resilience (COVID) Microloan targeting to woman and minority owned businesses (completed 2020)	e
ED Supported access to food during COVID pandemic. City strong supporter through CDBG funds.	exp
ED: Cannabis Equity Assessment and Program - Initiated in 2020 and project to be completed fall 2021	e
ED: Chinatown Bridge and interpretative signage	e
ED: COVID-19 Weekly Status Reports in English and Spanish (ongoing through pandemic)	exp
FD: work with underserved communities in the city by providing smoke detectors and fire safety information for increased fire safety	exp
HR: review of all job descriptions for biased language, gender neutral language, and educational vs experience requirements.	e
HR is working with the EEOC on a DE&I plan for Recruitment, hiring, and onboarding; Implicit biased training for all interview panel members.	e
HR: Diversity Uncovered training offered 4 times	e
HR: review of marketing plan for new job opportunities	e
HR: Respectful Workplace updates.	e
IT & CM: Improve and manage web content/governance	e
IT: Improve Digital Presence/Intake/Transactional capabilities for community and reduce in person visits (MyCityofSC) Ongoing	e
IT: Update City's Land Management and Permitting Application.	exs
Library: Many of our services and much of the collection is also health oriented. (ongoing)	p

Library: reviewing who its services reach and doing a review of its collection. (ongoing)	e
Many Depts: Homelessness coordination, clean-up and outreach.	exp
PD changed hiring practices that prevented POC/LGTBQ+ from hiring	e
PD Chief's Advisory Council empowers community members who represent many segments of the community	e
PD: Passed 26 recommendations to change police policy that could effect POC	e
PDxCC: Helped Council pass an ordinance to prevent bio-metric POC surveillance	e
PL: Beekeeping ordinance approved	s
PL: Cannabis license updates	unknown
PL: EV charging station facilitation ordinance approved	s
PL: LEAP grant for next Housing Element	sxe
PL: parking reductions approved	e
PL/CMO: Building Electrification Ordinance - approved	sxp
PL/ED: Affordable housing projects approved	e
Planning - Council policy approved to allow supportive housing by right above 50 units for specified projects	e
Planning - Objective Standards Project outreach includes a social equity component and focus on underserved populations (ongoing)	e
PR: Cannabis Children's Fund scholarships for at risk youth	e
PR: Completion of City tree inventory and planting of 500 trees	sxp
PR: COVID Childcare (Implemented)	exp
PR: COVID Testing Site / free community testing	exp
PR: Digital, virtual programming for seniors	exp
PR: facilitating London Nelson name change discussion & Juneteenth celebration	e
PR: Mission Plaza, mission bell removal; Amah Mutsun interpretation of site	e
PR/PW: Golf course solar installation	s
PW: Bike Trail - Segment 7 Phase 1 completion	sxp
PW: Free bike light giveaway to promote transportation safety and in many different areas around the City	sxp
PW: kept offices open and phones on during COVID shut down to help mental health of public and direct them to where they need to go to conduct business with differing office hours	exp
PW: recycling, Wastewater videos, transportation safety videos and handouts in English and Spanish	sxexp

PW+ Cowell Working Group outcomes, safer access to swimming/ocean contact at Cowells and strong coordination. sxp

PWQ: HISP (funding source) rapid flashing beacons: all multiple cross walks completed sxp

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Water: actively engaged in advocating for low income water rate assistance program that will ensure continuing of access to all users to water service exp

Water and PW: water and sewer affordability study to inform rate restructuring exp

Water: Equity of access to water | Analyzed affordability of water and sewer services based on current water and sewer rates. Will update analysis when new rate schedules are developed later this year exp

### **Proposed FY 2022-FY 2024 HiAP Work Plan**

In addition to advancing progress on the original HiAP Implementation Workplan objectives, staff propose the development and implementation of the following activities to be completed by June 30, 2024. City staff will report back on the progress of these activities by end of calendar year 2022.

#### Table 2. Proposed HiAP Activity and Responsible Department

All Depts: Workforce Development Initiative

All Depts: Engagement for the purpose of relationship and capacity building

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CMO + Depts: Design standard operating procedure/best practices for equity focused community engagement

CMO: community programs committee ongoing evaluation and recommendations for new CORE/Community Development Block Grant funding allocations based on equity

CMO: Join the Local and State Government Alliance for Racial Equity

CMO: Equity based Community Climate Action Plan 2030 /Climate Adaptation Plan 2028 development

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ED: Active development of green mixed use affordable housing projects

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HR: Diversity, Equity and Inclusion initiative – development in progress

HR + All Depts: More training for City Council and employees

HR EECO: The EEOC will help the City explore avenues to apply the Health in All Policies framework to its Human Resources policies. The EEOC will help the City explore avenues to apply the Health in All Policies framework to its Human Resources policies.

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PD: Develop oversized vehicle ordinance to reduce the environmental damage associated with dumping sewage, reduce litter and bring safe sleeping that would improve equity.

PD: Implementation of 26 policies, approved by Council, that improve social equity for people of color and indigenous community PR: Equity work in strategic planning

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PL: Focus on sustainability, equity and inclusion in City’s existing building electrification, objective standard project and Downtown Expansion project

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FN, PL: Develop list of prequalified local vet, BIPOC, small and women contractors for residents to reference

FN: Exploration and integration of Carbon and Equity Budgeting

**FISCAL IMPACT:** None.

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**ATTACHMENTS:**

1. SUMMARY-OF-POLLS\_-JAMBOARD-PADLET-FROM-FEB-25\_-2021-LEADERSHIP-....PDF
2. HIAP-CORE CONDITIONS-CAP GOALS-INDICATORS.PDF