

Racial Equity Plan Progress Report

JANUARY UPDATE

Equity and Inclusion Office
PORTLAND POLICE BUREAU |



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Monthly Update

Hello Community,

We at the Equity and Inclusion Office are excited to present the first Racial Equity Plan Update for 2022. It is expected that we will be releasing monthly reports until the end of the fiscal year. As most of the information in this report is new nothing will be italicized or colored red. In all future reports changes from previously released documents will be italicized and highlighted in red. In addition, when an item's progress level has increased from past reports it will be noted by a '↑'. If for any reason a new roadblock increases the amount of work needed to complete an item and its progress level is decreased it will be marked with '↓'. We are committed to continual improvements and if community members have suggestions on how we can improve these please send to PPBEquityOffice@portlandoregon.gov.

Progress Level	Meaning	Percent Complete (Est.)
No Progress	This item has had little to no progress.	<10%
Some Progress	This item has been started and had some work done on it but it is still mostly incomplete.	10%-50%
Moderate Progress	Considerable work on this item has been done but it is not yet near complete.	51%-89%
Near Complete	Most of this item is completed. There are a few final touches that need to be done.	90%-99%
Complete	This item has been completed.	100%
Extra Progress	This item been completed and additional work has been done on this item.	>100%

Best,



Marlon Marion, Equity and Inclusion Program Manager

Furthering the Citywide Racial Equity Goals and Strategies	
For the Period July 1, 2017 to June 30, 2022	
Bureau: Portland Police Bureau Director: Chief Chuck Lovell	Action Plan Development Lead(s): Marlon Marion, Equity and Diversity Program Manager Implementation Team Lead(s): Director's Team, Equity Leadership Council, Equity and Inclusion Office (EIO)
Bureau Equity Guiding Statement: The Portland Police Bureau is committed to racial equity, building trust within our community, encouraging relationships between officers and the people they serve, and making Portland a safer and more livable community.	Years four through five of this plan have been informed by years one through three.

Some Frequently used Acronyms:

BHR- Bureau of Human Resources
 CAG- Coalition of Advisory Groups
 CHO- Chief's Office
 EIO- Equity and Inclusion Office
 MWESB- Minority Owned, Woman Owned, or Emerging Small Business
 PEAC- Police Equity Advisory Council
 PEC- Police Equity Council
 PPB- Portland Police Bureau
 REP- Racial Equity Plan
 SSD- Strategic Services Division

Quick Guide to Progress by Area

	.1	.2	.3	.4	.5	.6	.7	.8	.9	.10
Prioritize	MP	SP	C	C	C	NP	NP	C		
Recruitment, Hiring and Retention	NP	C	SP	SP	SP	MP	SP	SP	NP	MP
Leadership Development	NP	NC	SP	MP	MP	SP				
Staff Development	C	NC	C	NP	MP	C	C			
Communications and Access	NP	NP	NP	NP	NP	C				
Stakeholders Engagement	C	C	NP	SP	C	SP	C	SP		
Data Management	NP	C	SP	SP						
Budgeting and Contracting	C	NP	SP	SP	C	SP	SP	SP	SP	MP

NP=No Progress, SP= Some Progress, MP= Moderate Progress, NC= Near Complete, C= Complete, EP = Extra Progress, ↑= Recent Progress

Prioritize

Long Term Goal: Center racial equity in all decision making and serve as a leader in citywide efforts to eliminate disparities.

Five Year Bureau Goal: Senior leadership will set priorities, invest in preparation tools and set clear expectations for implementing the racial equity plan.

Strategies Used:

Operate with urgency and accountability- Items 1.1, 1.2, 1.3, 1.4

Implement Racial Equity Lens- Item 1.5

Build Organizational Capacity- Items 1.6, 1.7, 1.8

Acronyms:

AC- Assistant Chief

CAG- Coalition of Advisory Groups

CHO- Chief's Office

EIO- Equity and Inclusion Office

OEHR- Office of Equity and Human Rights

PEAC- Police Equity Advisory Council

PEC- Police Equity Council

PPB- Portland Police Bureau

REP- Racial Equity Plan

Action Item	Year 5	Update	Information	Progress
1.1: PPB 5 year racial equity plan implementation is led by senior leadership.	<p>1) CHO and EIO will meet bi-weekly to discuss REP progress.</p> <p>2) CHO will participate in Annual Equity Retreat to update plan.</p> <p>3) CHO will sign updated plan.</p> <p>4) Division leads will update the Chief on REP progress quarterly. REP leads will discuss what is moving forward and what challenges they are experiencing.</p> <p>5) Division progress will be published in Racial Equity Plan Updates. Chief's Office will review these updates.</p> <p>6) CHO will proactively address stalled action items to ensure completion of assigned tasks.</p>	<p>Chief meets regularly with EIO Program Manager.</p> <p>The Chief's Office participated in the Annual Equity Retreat and signed the updated REP.</p> <p>Division Updates will be given quarterly during RU managers.</p> <p>First monthly update of the year has been reviewed by Chief's Office and posted.</p>	<p>Lead Branch: Chief's Office/Equity and Inclusion</p> <p>Lead Role: Chief of Police or Designee</p> <p>Stakeholders: Division Leads, CHO</p> <p>Evaluation Tool: Calendar and attendance will verify CHO and EIO meeting regularly.</p> <p>Attendance records can verify occurrence of Annual Equity Retreat to update plan.</p> <p>An updated REP is signed by CHO annually.</p> <p>Division leads will demonstrate their actions items are moving forward in the plan in quarterly meetings.</p>	Moderate Progress

<p>1.2: PPB 5 Year racial equity plan will be:</p> <p>1) Reviewed by senior management and community stakeholders annually.</p> <p>After review, EIO will:</p> <p>2) Update the plan and</p> <p>3) Submit updated plan to PPB senior leadership at PPB for approval and</p> <p>4) OEHR for posting.</p>	<p>Future Racial Equity Plan will be created using Results Based Accountability with input from community stakeholders and senior management.</p>	<p>EIO is currently taking Results Based Accountability Classes. EIO plans to create a Racial Equity Plan Subcommittee group with PEAC stakeholders.</p>	<p>Lead Branch: Chief's Office/Equity and Inclusion</p> <p>Lead Role: Chief of Police or Designee, Equity Inclusion Program Manager, Assistant Chief of Services</p> <p>Stakeholders: CERC, Equity Voices, Police Equity Council, OEHR</p> <p>Evaluation Tool: Through attendance records 1) CHO and EIO can verify occurrence of Annual Equity Retreat to update plan.</p> <p>For 2) though 3) an updated and signed plan can be verified by a date of chief's signature.</p> <p>For 4) a revised REP on OEHR's website will be the benchmark</p>	<p>Some Progress</p>
<p>1.3: Update mission/vision statements and assure the Bureau Equity Guiding Statement is embedded.</p> <p>1) Update EIO's mission/vision statements.</p> <p>2) Update PPB's mission/vision and assure the Bureau Equity Guiding</p>	<p>EIO will finalize its Mission and Vision Statement. CHO will review PPB's Mission, Vision and Values and make necessary adjustments.</p>	<p>EIO has finalized and posted its mission and vision statement.</p>	<p>Lead Branch: Chief's Office/ Equity and Inclusion</p> <p>Lead Role: Chief of Police or Designee Equity Program Manager</p> <p>Stakeholders: Review Committee/ Equity Voices, Strategic plan steering committee, EIO</p> <p>Evaluation Tool:</p>	<p>Complete</p>

Statement is embedded in PPB's mission and vision.			EIO Mission/Vision statement updated to include Equity Guiding Statement and found on Bureau website etcetera. PPB Values with equity exists and can be found on PPB website and documents.	
1.4: Explore project management programming/training to support continual progress and movement of the plan.	EIO will continue to meet with division leads 1:1 and record progress in the Racial Equity Plan Updates. The Chief's Office will highlight three items from the REP to be Chief's Priorities which will receive extra attention.	This is ongoing. The Chief has selected his three priorities for the REP.	Lead Branch: Equity and Inclusion Lead Role: Equity and Inclusion Program Manager or Designee Stakeholders: PEAC, Division Leads, CHO Evaluation Tool: Monthly progress reports on goals are generated.	Complete
1.5: Integrate equity into all bureau initiatives. Ensure: A) strategic plans align with the REP and equity goals are central; B) all bureau departments initiatives /plan contains	All staff will have equity goals set through success factors. Bureau will provide Equity Lens tool to all RU Managers in crafting their success factors.	All staff have included equity goals in their success factors however Equity lens tool was not used in the development of that process.	Lead Branch: Chief's Office/Equity and Inclusion Lead Role: Equity and Inclusion Program Manager or Designee AC of Services or Designee Stakeholders:	Complete

Equity Statement & decision making.			PPB Division Leads, CHO, Communications Evaluation Tool: Success Factors	
1.6: Integrate equity lens within all decision-making processes.	Finish development and begin implementation of Equity Lens Policy.	No progress.	Lead Branch: Equity and Inclusion Lead Role: Equity and Inclusion Program Manager or Designee Stakeholders: CHO, PPB Leadership Evaluation Tool: Lens created and signed.	No Progress
1.7: Senior leadership will support the development of and take the lead on the implementation of the equity communication plan (dependent on action item 5.1).	EIO and Communications will draft a communication plan around how to increase the visibility of the Equity work at the Portland Police Bureau.	Equity Program Manager has discussed this item with the Chief. EIO plans to reach out to communication to design a way to increase internal communication.	Lead Branch: Chief's Office/Equity and Inclusion Lead Role: Chief of Police or Designee and Equity and Inclusion Program Manager or Designee Stakeholders: OEHR, PPB advisory bodies, PEC Evaluation Tool: Equity Communication Plan.	No Progress
1.8: PPB will create a Chief's Equity Review Council composed of members from all current and advisories	Maintain advisory inclusive of representatives from all other advisories.	The CAG (Coalition of Advisory Groups) is functioning and active.	Lead Branch: Chief's Office Lead Role: Chief of Police or Designee and	Complete

and to include any members from future advisories.			Equity and Inclusion Program Manager or Designee Stakeholders: EIO, PPB Advisory Evaluation Tool: Meeting notes and records	
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Recruitment and Hiring

Long Term Goal: End disparities in city government hiring and promotions.

Five Year Bureau Goal: Using a comprehensive equity lens, PPB will strengthen the bureau's practices, policies and procedures to promote focused recruiting and hiring of a more diverse, inclusive and equitable workforce.

Strategies Used:

Implement Racial Equity Lens – Items 2.1, 2.2, 2.3

Be Data Driven – Items 2.4, 2.5

Partner with other institutions and communities – Item 2.6

Build Organizational Capacity – Items 2.7, 2.8, 2.9

Acronyms:

CHO- Chief's Office

BHR- Bureau of Human Resources

EIO- Equity and Inclusion Office

OEHR- Office of Equity and Human Rights

PEC- Police Equity Council

PPB- Portland Police Bureau

REP- Racial Equity Plan

Action Item	Year 5	Update	Information	Progress
<p>2.1: Document PPB local and national recruitment and marketing strategies for members of color, women, those from non-traditional fields and academic programs, and any intersection of these.</p> <p>A) Create a plan for strengthening PPB local and national recruitment and marketing strategies for members of color, women, and any intersection of these.</p> <p>B) Assure that this plan is reviewed, updated and approved annually.</p> <p>CHIEF'S PRIORITY</p>	<p>PPB will implement and document changes to increase applications and hiring of marginalized communities and improve structures to ensure that individuals with a background of violent or dangerous behavior and beliefs are not hired.</p>	<p>No progress.</p>	<p>Lead Branch: BHR Partners (Formerly Personnel Division)</p> <p>Lead Role: BHR Business Partner (Formerly Personnel Manager or Designee)</p> <p>Stakeholders: CHO, Equity and Inclusion, BHR, Recruitment partners, Personnel Division</p> <p>Evaluation Tool: Personnel REP action plans created.</p>	<p>No Progress</p>
<p>2.2: Continually update officer panel interview questions to align with desired officer competencies related to equity.</p>	<p>Continue to involve Equity and Inclusion Office in the creation of Equity questions for new officers interview.</p>	<p>Equity Manager has been involved in the process of drafting officer questions.</p>	<p>Lead Branch: BHR Partners (Formerly Personnel Division)</p> <p>Lead Role: BHR Business Partner</p>	<p>Complete</p>

			<i>(Formerly Personnel Manager or Designee)</i> Stakeholders: EIO, CHO Evaluation Tool: Equity Interview Questions	
2.3: Assess internal support needs of current members of color and women to assess inclusion, utilizing several outreach practices to assess satisfaction rate.	Create discussion groups for women, people of color and other marginalized groups to discuss level of inclusiveness within the bureau.	Equity Program Specialist has begun creating facilitator guides for discussion spaces and is waiting on BHR guidance around 2.02 requirements.	Lead Branch: Equity and Inclusion Office Lead Role: Equity and Inclusion Office Stakeholders: Chief's Office, PEC, Personnel Evaluation Tool: Report	Some Progress
2.4: Track, measure and report changes in diversity of sworn and non-sworn bureau personnel.	Dashboard is functional and regularly updated. Work with BHR to use data to inform decision making in recruitment.	BHR's dashboard is functional. The bureau is in the process of hiring two recruiters that will use the information from the dashboard.	Lead Branch: BHR Partners <i>(Formerly Personnel Division)</i> Lead Role: BHR Business Partner <i>(Formerly Personnel Manager or Designee)</i> Stakeholders: SSD, OEHR Evaluation Tool: Dashboard	Some Progress
2.5: Utilize exit interview tools to learn from members about the strengths and weaknesses of the organization.	Exit interview process fully embedded in bureau with mechanisms for recording insights into organization and informing	Exit interviews are happening. A division has done stay interviews.	Lead Branch: BHR Partners <i>(Formerly Personnel Division)</i>	Some Progress

Create annual review and reporting processes.	retention efforts. Add stay interviews (why members are staying) into quarterly touch base within success factors. Explore how to tie employee wellbeing and retention into manager accountability. Assess exit interviews for themes and commonalities and report those to leaderships.	Personnel is reviewing the resignation process to look for potential changes that allow for a retention meeting prior to separation forms being completed.	Lead Role: BHR Business Partner <i>(Formerly Personnel Manager or Designee)</i> Stakeholders: EIO, CHO Evaluation Tool: Records of Exit Interviews Records of Exit Insights	
2.6: Create long-term strategies that invest in the development of local talent. Develop partnerships with local organizations that support this development.	As recruitment and hiring is being moved to BHR, EIO will meet with BHR around recruitment and hiring process. Outreach and recruitment partnerships will be led by BHR, with PPB supplying officers. Cadet program and any additional programs administered by PPB. Expand info sessions/how to apply workshops – in partnership with BHR. Will review and embed Equity Retreat suggestions. Efforts will be focused on building pipeline and leveraging talent pools.	Recruiters are being hired. High School outreach programs connected with personnel. Will connect recruiters with outreach programs with an eye to extending nationally. In the Cadet Program, there are about 50 cadets with high internal diversity in the program. Sunday trainings are typically available as part of the cadet program. Cadet program has been hampered by staffing shortages. Cadet program is currently discussing a potential pathway from Cadet Program to the Police Bureau.	Lead Branch: BHR Partners <i>(Formerly Personnel Division)</i> Lead Role: BHR Business Partner <i>(Formerly Personnel Manager or Designee)</i> Stakeholders: EIO, Personnel, CHO Evaluation Tool: Info Session Attendance	BHR Moderate Progress
				Training Portion Some Progress

<p>2.7: Leadership, all HR personnel, and all those serving on interview panels are committed to recruiting and screening candidates in a manner that fosters diversity and inclusion.</p>	<p>BHR will create a hiring process training that will inform those involved in hiring have access to BHR resources around Equity and Inclusion. BHR will review impacts of the backgrounding process and consider measures that can weed out bias.</p>	<p>Hiring process has been built but not rolled out. Background process has been reviewed for potential sources of bias.</p>	<p>Lead Branch: BHR Partners <i>(Formerly Personnel Division)</i> Lead Role: BHR Business Partner <i>(Formerly Personnel Manager or Designee)</i> Stakeholders: Equity and Inclusion Office Evaluation Tool: BHR Review</p>	<p>Some Progress</p>
<p>2.8: Embed Equity core competencies for every supervisor and manager position posting and job description.</p>	<p>Work with BHR to embed equity competency requirement for all positions. Work with BHR to embed equity skills in class comp.</p>	<p>This item is in the preliminary stages. BHR is currently reviewing citywide class comp. BHR Business Partner will reach out to BHR to review classification specific to the Police Bureau.</p> <p>BHR partner has limited ability to change class competencies specific to police. Has focused on providing leadership trainings to increase Equity competency. Citywide Lead Training has already kicked off. It will continue to grow. Based on feedback BHR is looking to greater tailor training to Sworn Staff.</p> <p>EIO has provided language to Personnel Division to embed Equity in the internal promotion</p>	<p>Lead Branch: BHR Partners <i>(Formerly Personnel Division)</i> Lead Role: BHR Business Partner <i>(Formerly Personnel Manager or Designee)</i> Stakeholders: Equity and Inclusion Office Evaluation Tool: Job Descriptions</p>	<p>No Progress</p>

		<p>process. EIO reviews all internal job position postings. In promotion process, PPB is requiring an Equity curriculum to be reviewed by applicants.</p> <p>No progress since last year.</p>		
<p>2.9: Increase understanding of proactive preventative options such as mediation options and navigating the 2.02 policy.</p>	<p>Complete imbedding of Conflict Resolution options within PPB processes. Explore options for anonymous reporting and allowing unit rather than individual responses in specific cases.</p>	<p>Equity Program Specialist and partners has created process and materials for Conflict Resolution. Policy team has drafted policy. Awaiting feedback from Conflict Resolution workgroup before submitting to Chief's Office.</p>	<p>Lead Branch: Equity and Inclusion Office</p> <p>Lead Role: Equity and Inclusion Program Manager or Designee</p> <p>Stakeholders: Internal Affairs, BHR</p> <p>Evaluation Tool: New mediation procedures and policies.</p>	<p>Moderate Progress</p>

Leadership Development

Long Term Goal: Create a culture of continuous learning and improvement.

Five Year Bureau Goal: We have an inclusive leadership development program and a succession-planning process to identify and develop a core of leaders across the bureau. Leaders and employees throughout PPB receive integrated equity training specific to their area and level, focused on achieving the Bureau's overall goals.

Strategies:

Be Data Driven – Item 3.1

Implement a Racial Equity Lens – Item 3.2

Build Organizational Capacity – Items 3.3, 3.4, 3.5, 3.6

Acronyms:

CHO- Chief's Office

BHR- Bureau of Human Resources

EIO- Equity and Inclusion Office

LMS- Learning Management Series

PEC- Police Equity Council

PPA- Portland Police Association

PPB- Portland Police Bureau

PPCOA- Portland Police Commanding Officer Association

RU- Responsible Units

Action Item	Year 5	Update	Information	Progress
3.1: Identify the common core competencies of leadership and management (formal and informal) that are linked to advancing equity and inclusion goals within the organization.	Identify Core Competencies of Equitable Leadership and integrate City Core Values into the Core Competency process.	No progress due to difficulties in hiring Hatfield or Data Analyst.	Lead Branch: Training Division Lead Role: Training Division Captain or Designee Stakeholders: CHO/Equity and Inclusion, PPCOA, PPA Evaluation Tool: Report.	No Progress
3.2: Develop individual equity leadership systems to embed within executive training programs; sergeant academies; and for non-sworn managers.	EIO will design a curriculum around leading difficult conversation.	Equity Training Specialist is working on a Difficult Conversation for FTO training.	Lead Branch: Training Division Lead Role: Training Division Captain or Designee Stakeholders: CHO/Equity and Inclusion Evaluation Tool: Training records.	Near Complete
3.3: Design and institute tiered leadership development training for all sworn members. Design and institute separate tiered leadership development	Identify key concepts within Cultural Humility methodology needed to build tiered leadership development training for all staff.	Equity Training Specialist is researching the Basics of Cultural Humility.	Lead Branch: Training Division Lead Role: Training Division Captain or Designee Stakeholders:	Some Progress

training for all non-sworn members.			CHO/Equity and Inclusion Evaluation Tool: List of key concepts of Cultural Humility.	
3.4: Explore self-guided leadership technology platform that encourages ongoing skill building outside of the in-service structure.	Research opportunities for online learning for leadership. Create recommendations on how to move forward.	<p>Equity Training Specialist has been researching opportunities for online learning.</p> <p>Four sworn members have gone through Auschwitz Institute training.</p> <p>Equity Manager and Training Specialist have met with Collaborative Reform Initiative Technical Assistance Center (CRITAC) around funding and training opportunities.</p>	<p>Lead Branch: Training Division Lead Role: Training Division Captain or Designee Stakeholders: CHO/ Equity and Inclusion Evaluation Tool: Recommendations</p>	Moderate Progress
3.5: Develop and provide opportunities for cross-training as well as multi/cross- agency training collaboration.	Connect with Trainers across city to build more holistic multi-agency trainings.	<p>Equity Training Specialist has been meeting with training specialists across the city and discussing formalized system of building connections.</p> <p>Training Specialist have been sharing resources and contacts.</p>	<p>Lead Branch: EIO/Training Division Lead Role: Equity Program Manager Training Division Captain or Designee Stakeholders: Personnel, Equity and Inclusion Evaluation Tool: Meeting Records.</p>	Moderate Progress

<p>3.6: Assess the current promotional processes to identify opportunities to increase access for women and people of color.</p>	<p>Analyze the promotional process using an Equity Lens Tool. Work with Leadership to ensure that members training (internal and external) are taken into account in promotions.</p>	<p>The Equity Program Specialist has reviewed promotional data and made a draft report. This draft report is scheduled to be discussed with Strategic Services Division.</p> <p>Equity Program Manager has worked on Sergeant and Lieutenants exams to imbed equity.</p>	<p>Lead Branch: CHO/EIO</p> <p>Lead Role: Chief of Police or Designee Equity Program Manager or Designee</p> <p>Stakeholders: Training Division, BHR, and Personnel Division</p> <p>Evaluation Tool: Bureau Plan for Promoting Women and People of Color created through Equity Lens.</p>	<p>Some Progress</p>
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Staff Development

Long Term Goal: Create a culture of continuous learning and improvement.

Five Year Bureau Goal: Through integrated, sequential and ongoing training, all employees (sworn and non-sworn) will be equipped to build a diverse, inclusive and equitable workforce.

Strategies:

Build Organizational Capacity- Items 4.1, 4.2, 4.3, 4.4, 4.5, 4.6

Partner with other Institutions and Communities – Item 4.7

Acronyms:

BAC- Bureau Advisory Council

CAG- Coalition of Advisory Groups

CHO- Chief's Office

BHR- Bureau of Human Resources

EIO- Equity and Inclusion Office

FTO- Field Training Officer

PEAC- Police Equity Advisory Council

PPB- Portland Police Bureau

TAC – Training Advisory Council

Action Item	Year 5	Update	Information	Progress
4.1: Strengthen training for leadership to build knowledge, attitudes and skills related to equity and inclusion.	Integrate anti-racism and equity into patrol procedures program including debriefs and scenarios. Training will continue to embed lessons learned in next year's planning.	Equity Training Specialist is piloting system of imbedding Equity Training Specialist in the lesson plan approval process and scenario building. This process is starting with Advanced Academy and Community Academy.	Lead Branch: Training Division Lead Role: Training Division Captain or Designee Stakeholders: EIO, Division Leads, CHO Evaluation Tool: Training records. Lesson Plans.	Complete
4.2: Strengthen the bureau's ongoing in-service equity training programs for sworn and nonsworn.	Equity Training Specialist or other leadership identified staff will work to develop a plan for curriculum review with community input.	Equity Training Specialist has done curriculum review with community input (with internal stakeholders included). Plan has been written and will be submitted to the Chief's Office.	Lead Branch: Training Division Lead Role: Training Division Captain or Designee Stakeholders: EIO, Procedural Justice Officer Evaluation Tool: Training records, Community Input SOP	Near Complete

4.3: Strengthen the bureau's advanced academy equity training programming.	Equity Training Specialist or other leadership identified staff to continue to embed Equity into Advanced Academy.	Equity Training Specialist integrated into review for plans for Advanced Academy.	Lead Branch: Training Division Lead Role: Training Division Captain or Designee Stakeholders: EIO, Evaluation Tool: Training records Lesson Plan	Complete
4.4: Build capacity and awareness of equity of all training staff.	All Training Staff will be trained on Equity Lens. Equity Lens tool will be used in curriculum development.	No progress.	Lead Branch: Training Division Lead Role: Training Division Captain or Designee Stakeholders: EIO Evaluation Tool: Training staff records.	No Progress
4.5: Normalize Community Engagement language and practices.	Community Engagement Officer will continue work with Training Division to integrate best community engagement practices into scenario training and LMS training modules.	Community Engagement Officer has created several videos helping members navigate utilization of language resources. Two more videos are planned before the end of the fiscal year.	Lead Branch: Training Division Lead Role: Captain of Training/Community Engagement Officer Stakeholders: EIO, Strategic Planners Evaluation Tool: LMS Trainings.	Moderate Progress
4.6: Embed Wellness practices at all levels of the	Evaluate and report on successes of Wellness Program.	Bureau Wellness Policy is in second universal review.	Lead Branch: Training Division	Complete

bureau, from the onset of all employment within PPB. CHIEF'S PRIORITY	EIO will work with Wellness Team to integrate Equity considerations into Wellness Program.		Lead Role: Training Division Captain or Designee Stakeholders: Personnel, CHO, EIO Evaluation Tool: Report	
4.7: Integrate community expertise into department training programs to serve as advisors to assist in building culturally responsive trainings.	Pilot Community Member Led Workgroup to inform Equity Training Programs.	Done.	Lead Branch: Training Division Lead Role: Training Division Captain or Designee Stakeholders: TAC, EIO, PEAC Evaluation Tool: Lesson Plans. Meeting Notes.	Complete

Communications and Access

Long Term Goal: Change Existing City Services using racial equity best practices to increase access for communities of color and immigrant and refugee communities. Increase internal legitimacy.

Five Year Bureau Goal: We are committed to internal and external transparency and collaboration. We document our compliance with Titles II and VI of the Civil Rights Act. We have developed and maintained open, direct, and multi-faceted lines of communication with all of the communities we serve.

Strategy:

Implement A Racial Equity Lens – Items 5.1, 5.2

Operate with urgency and accountability - 5.3, 5.4, 5.5

Be Data Driven – 5.6

Acronyms:

CHO- Chief's Office

BHU- Behavioral Health Unit

BHR- Bureau of Human Resources

DOJ OCR- Department of Justice Office of Civil Rights

EIO- Equity and Inclusion Office

OEHR- Office of Equity and Human Rights

PEC- Police Equity Council

PPB- Portland Police Bureau

REP- Racial Equity Plan

SSD- Strategic Services Division

Action Item	Year 5	Update	Information	Progress
5.1: Develop a proactive external and internal communication strategy to promote equity, diversity and inclusion.	EIO and Communications will draft a communication plan around how to increase the visibility of the Equity work at the Portland Police Bureau.	Equity Program Manager has discussed this item with the Chief. EIO plans to reach out to communication to design a way to increase internal communication.	Lead Branch: Equity and Inclusion Lead Role: Equity Manager or Designee Stakeholders: Communications Specialist, CHO, Training Division. Evaluation Tool: Equity Communication Plan.	No Progress
5.2: Develop equity lens toolkit that will be utilized in all programs, policies, practices, missions and decisions. Ensure that understanding of inclusive processes are integrated throughout the bureau.	All Training Staff trained on Equity Lens.	No Progress. EIO is working with Training Captain to identify date for the Training.	Lead Branch: Equity and Inclusion /Training Division Lead Role: Equity Manager or Designee, Training Captain Stakeholders: Communications, OEHR, Policy Team, Core Team, Training. Evaluation Tool: Lens signed by leadership. Training Records.	No Progress

<p>5.3: Assure that communications meet the needs of the ten safe harbor languages groups and comply with Title VI regulations.</p> <p>FEDERAL MANDATE</p>	<p>Develop SOP and training for communications on the requirements of the ten safe harbor languages groups and Title VI regulations.</p> <p>Identify areas to increase language translated documents.</p>	<p>No progress.</p>	<p>Lead Branch: Equity and Inclusion Lead Role: Equity Manager or Designee Stakeholders: Communications, OEHR, City Attorney, DOJ OCR, SSD, Office of Community Engagement Evaluation Tool: Data related to language access and stops.</p>	<p>No Progress</p>
<p>5.4: Assure compliance with the Americans with Disabilities Act, Title II.</p> <p>FEDERAL MANDATE</p>	<p>Report to OEHR on an annual basis and make changes when necessary.</p> <p>Work with DRO and City Attorney to better make accommodations for people with disabilities during patrol and demonstrations.</p>	<p>No progress. PPB is exploring getting an ADA coordinator either in the Equity Office or shared among public safety bureau.</p>	<p>Lead Branch: Chief's Office/ Equity and Inclusion Lead Role: Executive Lieutenant & Equity and Inclusion Manager Stakeholders: Communications, Equity and Inclusion, and OEHR Evaluation Tool: OEHR Report</p>	<p>No Progress</p>
<p>5.5: Assure that access for historically marginalized groups is in compliance with Title VI.</p> <p>FEDERAL MANDATE</p>	<p>Use data to determine whether we are providing access to all marginalized groups in compliance with Title VI. Use results to develop solutions where needed and to</p>	<p>No progress. This is being delayed by the problems with hiring an Equity Data Analyst.</p>	<p>Lead Branch: Equity and Inclusion Lead Role: Equity Manager Stakeholders: OEHR, Tribal Director</p>	<p>No Progress</p>

	create access for identified marginalized groups.		Evaluation Tool: Relevant Documents	
5.6: Develop the tools necessary to document compliance with Title II and Title VI related requests and accommodations. FEDERAL MANDATE	Roll out accommodations tracking policy and procedure.	The tracking of accommodations will be managed by 311 this year.	Lead Branch: Equity and Inclusion /Chief's Office Lead Role: Equity Manager Stakeholders: OEHR, BHU, Policy Team, Title VI Coordinator, Title II Coordinator Evaluation Tool: Documentation of compliance plan is found sufficient by OEHR to track and report requests and accommodations as required by federal and local authorities. 311 Metrics.	Near Complete

Stakeholder Engagement

Long Term Goal: Strengthen outreach and public engagement for communities of color, youth, and immigrant and refugee communities.

Increase bureau legitimacy in the communities we serve, particularly in communities of color. Improve ratings of police services as measured by the City Auditors Annual Community Surveys.

Five Year Bureau Goal: We are responsive to the needs of the communities we serve.

Strategy:

Partner with other institutions and communities – Items 6.1, 6.2, 6.3, 6.4

Building Organizational Capacity- Items 6.5, 6.6, 6.7

Be Data Driven- Item 6.8

Acronyms:

CAG- Coalition of Advisory Groups

CHO- Chief's Office

BHR- Bureau of Human Resources

EIO- Equity and Inclusion Office

PCCEP- Portland Commission on Community Engaged Policing

PEC- Police Equity Council

PIAC- Public Involvement Advisory Council

PPB- Portland Police Bureau

REP- Racial Equity Plan

SSD- Strategic Services Division

Action Item	Year 5	Update	Information	Progress
Action 6.1: Strengthen established community Advisory Groups to empower collaborative engagement with bureau leadership.	Advisories to engage with bureau leadership through CHO Advisory (Tied to 1.8).	The CAG (Coalition of Advisory Groups) is functioning and active.	Lead Branch: Chief's Office Lead Role: Chief of Police or Designee Stakeholders: PPB Advisory Committees, Equity and Inclusion Evaluation Tool: Frequency of Meetings	Complete
6.2: Establish and maintain new Advisory Committee to support the bureau's equity initiatives empowered to collaboratively engage with bureau's Equity and Inclusion Office.	Continue to support and shape the advisory council through its second year in operation.	PEAC (Police Equity Advisory Council) is functioning and active.	Lead Branch: Equity and Inclusion Lead Role: Equity and Inclusion Program Manager or Designee Stakeholders: Community Services Division Evaluation Tool: Meeting Minutes	Complete
6.3: Establish and maintain new Advisory Committee specifically targeted to engage youth in the community.	Convene PCCEP Youth Subcommittee and PPB representatives to identify need and existing structures. Use feedback to inform process of engaging youth	This item has been stalled by the lack of staff dedicated to work and difficulty in working with Portland Public Schools after the dissolving of YSD.	Lead Branch: Chief's Office Lead Role: Chief of Police or Designee Stakeholders: Community Services Division	No Progress

	and need for Youth Advisory Committee.	The Equity Office will attend the PCCEP youth to make connections with the current youth advising the bureau.	Evaluation Tool: Meeting Minutes	
6.4: Work with other City structures to continually enhance bureau community engagement efforts and equity initiatives progress.	Portland Police Bureau work with Community Safety Transition Director to find opportunities for public engagement and equity initiatives across Public Safety Bureaus.	Discussing the possibility of centralizing an ADA Coordinator. Also discussing working with the Community Safety Transition Director to get support on restorative justice within the bureau.	Lead Branch: Chief's Office/ Equity and Inclusion Lead Role: Chief of Police and Equity Manager Stakeholders: PIAC, CHO, Civil Life Evaluation Tool: Equity Lens Tool Records of meetings with community safety director.	Some Progress
6.5: Reconvene and maintain an internal advisory committee, PEC, inclusive of sworn and non-sworn members that will inform bureau initiatives inclusive of equity.	Continuing work on the training video campaign and creating programs to assess the supports needed for women, LGBTQ+, and People of Color within the bureau. Establish Subcommittees to assist in moving REP and Anti-Racism work forward. EIO will work with Chief's Office to increase Sworn Participation.	PEC is active and engaged in aiding bureau efforts towards REP completion.	Lead Branch: Equity and Inclusion Lead Role: Equity Manager or Designee Stakeholders: CHO/Equity and Inclusion, Police Equity Council Evaluation Tool: Attendance Records, Action Plan and Meeting Minutes.	Complete
6.6: Create mechanism to support protected classes of employees within PPB.	Develop data informed mechanism to both protect and provide voice to protected classes of employees within PPB. In	Equity Program Specialist has begun creating facilitator guides for discussion spaces and is waiting on BHR	Lead Branch: Equity and Inclusion Lead Role: Equity Manager or Designee	Some Progress

	particular explore the ways in which the Bureau can improve its support systems for women, people of color, professional staff, and members of the LGBTQ+ community.	guidance around 2.02 requirements. These discussion spaces will be used to develop data informed mechanism.	Stakeholders: Equity and Inclusion, Police Equity Council Evaluation Tool: Report	
6.7: Explore past initiative- Intergroup Dialogues. Identify city partners to assist with reconvening and modifying the practice to encourage the continued practice of courageous conversations.	Create and implement a concrete plan about moving forward in intergroup dialogue.	Chief Office is currently meeting weekly to have difficult conversations.	Lead Branch: Chief's Office Lead Role: Chief of Police or Designee Stakeholders: Intergroup Dialogue Facilitators, Equity and Inclusion Office Evaluation Tool: Participant Evaluation.	Complete
6.8: Develop the tools necessary to document, analyze, and develop community engagement to inform equity management decisions.	Work with PSU graduate students to determine how community engagement looks post-Covid 19.	Chief has approved proposal. Equity Manager and graduate student are meeting weekly and planning to rollout assessment this quarter.	Lead Branch: Equity and Inclusion Lead Role: Equity Manager or Designee Stakeholders: Operations, SSD Statistical Support Unit, Office of Community Engagement, Equity and Inclusion Evaluation Tool: Report	Some Progress

Data Management

Long Term Goal: Provide equitable City services to all residents.

Five Year Bureau Goal: We are an empirically driven bureau. We collect and use disaggregated data about all our services to develop and adapt/shape equitable policies, evaluate and improve performance as well as offer transparency and accountability to our community.

Strategies:

Be Data Driven – 7.1, 7.2, 7.3

Build Organizational Capacity – 7.4

Acronyms:

CHO- Chief's Office

BHR- Bureau of Human Resources

EIO- Equity and Inclusion Office

OEHR- Office of Equity and Human Rights

PEC- Police Equity Council

PPB- Portland Police Bureau

REP- Racial Equity Plan

SSD- Strategic Services Division

Action Item	Year 5	Update	Information	Progress
<p>7.1: Invest in systemic improvements of data collection, analysis, and reporting to inform equity-related management decisions relating to community engagement, recruitment, hiring, and retention activities.</p> <p>CHIEF'S PRIORITY</p>	<p>Explore opportunities for professional development in Equity topics for Analysts.</p> <p>Create a task force on how to best collect data as it relates to race.</p>	<p>Equity and Inclusion Office will reach out to OEHR Equity and Diversity Analyst to discuss best practices.</p> <p>The Equity and Inclusion Office plans on getting officers perspective on the collection of race data prior to convening a task force.</p>	<p>Lead Branch: Equity and Inclusion/ Strategic Services Division</p> <p>Lead Role: Equity Manager/ Strategic Services Division</p> <p>Stakeholders: Personnel, Outside consultants, BHR, SSD</p> <p>Evaluation Tool: Report from committee addressing data needs, access, and collection with recommendations for upcoming year.</p>	No Progress
<p>7.2: Strengthen data collection systems that document training activities related to equity.</p>	Goal Complete.	Goal Complete.	<p>Lead Branch: Equity and Inclusion</p> <p>Lead Role: Equity Manager</p> <p>Stakeholders: Training</p> <p>Evaluation Tool: Training Reports.</p>	Complete
<p>7.3: Utilize OEHR's Racial Equity Toolkit to review the stops data, GET data and</p>	SSD will continue to identify racial disparities in STOPS data and hiring data.	SSD has continued to analyze STOPS data.	<p>Lead Branch: Equity and Inclusion/ Strategic Services Division</p>	Some Progress

hiring data to identify racial disparities.	Analysis of hiring data dependent on BHR process.	SSD has not begun to analyze hiring data.	Lead Role: Equity Manager/ Strategic Services Manager Stakeholders: CHO, SSD, OEHR, Operations Branch Evaluation Tool: Include analysis/narrative in annual Stops Data Report, Recommendations provided based on data.	
7.4: Implement an ongoing evaluation process of the racial equity plan.	EIO will post regular updates on REP progress on its website.	First update posted for January 2020.	Lead Branch: Equity and Inclusion Lead Role: Equity Program Specialist Stakeholders: CHO, Evaluation team, PEC Evaluation Tool: Equity Retreat and Cascade quarterly reports.	Some Progress

Budgeting and Contracting

Long Term Goal: Prioritize equity strategy by allocating funds to facilitate the equity plan and create greater opportunities in City government contracting.

Five Year Bureau Goal: PPB's budget and financial equity strategy is embedded within all practices and has the support to rollout initiatives. PPB will have a process that shows value in creating opportunities for minority and women owned businesses & guidance for future budget decisions.

Strategies:

Operate with urgency and accountability – 8.1, 8.2

Build Organizational Capacity- 8.3, 8.4, 8.5, 8.6, 8.7

Be Data Driven- 8.8, 8.9

Partners with other institutions and communities- 8.10

Acronyms:

CHO- Chief's Office

BHR- Bureau of Human Resources

EIO- Equity and Inclusion Office

MWESB- Minority Owned, Woman Owned, or Emerging Small Business

OEHR- Office of Equity and Human Rights

PEC- Police Equity Council

PPB- Portland Police Bureau

REP- Racial Equity Plan

RU- Responsible Unit

SAP- Systeme, Anwendungen, Produkte in der Datenverarbeitung (Systems, Applications, Products in Data Processing) – A software used by the City of Portland for budgeting

Action Item	Year 5	Update	Information	Progress
8.1: Continually assess the funding needs of the equity team.	Assess annually the budget needs of equity work at PPB and evaluate funding needs.	EIO meets with Business Services Division bi-weekly to discuss budget needs.	Lead Branch: Equity and Inclusion Lead Role: Equity Manager Stakeholders: CHO, Business Services Group Evaluation Tool: Budget Equity Tool.	Complete
8.2: Convene budget advisory council year round in order to strengthen involvement and recommendations to PPB budget. BUSINESS SERVICE GROUP IDENTIFIED PRIORITY	Assess Bureau-wide Advisory Council in areas of diversity, engagement, empowerment, and equity focus. Make note of areas for improvement. Create opportunity for community members to receive training on Portland Police's Equity Lens.	The Bureau-wide Advisory Council made recommendations for budget development. EIO will work with Business Services Group in planning out how to assess the BAC and create opportunities for the members to receive training the Portland Police's Equity Lens. Business Services Group will reach out to the BAC to see if the Equity Office is able to present.	Lead Branch: Business Services Group Lead Role: Business Services Manager Stakeholders: CHO, EIO Evaluation Tool: Budget Advisory Council schedule, Documented Recommendations.	No Progress
8.3: Educate bureau procurement process owners in the importance of racial and gender equity when	Training is embedded and will continue.	Business Services Group is in the process of improving the training. Business Services Group has been reminding members of their	Lead Branch: Business Services Group Lead Role: Business Services Manager Stakeholders:	Some Progress

soliciting quotes from vendors, in its contracting and purchases, regardless of total dollar amount. Develop education component for RU Managers to increase awareness of MWESB contracting, general procurement priority.		MWESB responsibilities during the procurement process.	CHO, EIO Evaluation Tool: MWESB Procurement Reports, SAP reports, PCARD Reports.	
8.4: Develop education component for Sergeant's Academy, Lieutenant, and professional support staff in RUs to increase awareness and value of MWESB contracting and procurement priority.	Create plan to integrate data insights into future/current trainings.	Team has developed slides for the next Sergeant's Academy. Working on a general training for all members with budget authority.	Lead Branch: Business Services Group Lead Role: Business Services Manager Stakeholders: CHO, EIO Evaluation Tool: Lesson Plans	Some Progress
8.5: Incorporate MWESB procurement goals into the 1:1 fiscal consultation process.	Goal complete.	Goal complete.	Lead Branch: Business Services Group Lead Role: Business Services Manager Stakeholders: CHO, EIO Evaluation Tool: SOP	Complete
8.6: Utilize technology to enhance the communication around contracting priorities.	Create videos that highlight the importance of equity considerations during contracting. Include the importance of informing all vendors about COBID certification.	Tracking sheet is prepared and reports are prepared on a regular basis. Video creation has not started yet.	Lead Branch: Business Services Group Lead Role: Business Services Manager Stakeholders: CHO, EIO	Some Progress

			Evaluation Tool: Videos	
8.7: Draft PPB procurement policy that will strengthen the utilization of the state database and support management of pcard usage.	Finalize and approve draft of policy. Develop training for policy.	Policy has been finalized. Training has not yet been developed.	Lead Branch: Business Services Group Lead Role: Equity Manager Stakeholders: CHO, EIO Evaluation Tool: Policy and Lesson Plan.	Some Progress
8.8: Incorporate equity outcome measures around hiring and MWESB procurement and budget development into the PPB's community facing dashboard.	Finalize and Publish Dashboard.	Data has been collected. Dashboard is not ready for publishing.	Lead Branch: Business Services Group Lead Role: Business Services Manager Stakeholders: CHO, EIO Evaluation Tool: Dashboard.	Some Progress
8.9: Utilize procurement data to set contracting & procurement goals.	Set contracting & procurement goals using equity lens.	The new director of procurement has been working with PPB on making sure that PPB is in line with city goals.	Lead Branch: Business Services Group Lead Role: Business Services Manager Stakeholders: CHO, EIO Evaluation Tool: Completed Equity Lens Tool	Some Progress
8.10: Regularly engage with procurement and OEHR to assure that the Police Bureau aligns racial and gender focused practices and	Continue to work with OEHR to identify process improvements and shared opportunities. Business Services Division will meet with OEHR to discuss REP	Business Services Division meet with OEHR in procurement meetings and EIO monthly update meetings.	Lead Branch: Business Services Group Lead Role: Business Services Manager Stakeholders: CHO, EIO	Moderate Progress

goals with the citywide efforts for procurement and budget practice.	items and opportunities to collaborate.	It has been announced that there will be a new Equity staff for citywide procurement.	Evaluation Tool: Quarterly Meetings	
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Marlon Marion
Equity Manager