

WEST DES MOINES HUMAN RIGHTS COMMISSION

Mission Statement

West Des Moines Human Rights Commission influences and advocates for community and government systems to ensure an inclusive, equitable and thriving community.

In the next three years, the Human Rights Commission will

Develop clarity, structure and systems to support its mission.

Become a diversity, equity and inclusion resource for West Des Moines citizens and civic leaders.

Support city services, programs and planning efforts to ensure a safe, inclusive and equitable community for ALL.

To accomplish our goals, the Human Rights Commission will

Educate the community about the role of the WDM HRC and diversity, equity and inclusion efforts in WDM.

Engage with community and build relationships across diverse networks.

Connect with WDM citizens and become a trusted Commission.

Priorities

1. Human Rights Commission develops clarity, structure and systems to support its mission

Event/Activity	Timeline	Lead Commissioner, City Staff and Community Partners	Notes
Develop and implement specific tactics to support connections between commissioners to enhance trust between them <i>Example: Discuss answers to the Early Experiences with Race activity</i>	Ongoing	Commission Mindy	-Coffee and or dinner at the start of 2020 to meet on a personal level -Ice Breakers (prior to the official start of the meeting. Related to relevant D&I topics)
Build relationships with city departments, especially the internal equity group, as well as encourage on-going engagement with other West Des Moines commissions and boards	Ongoing	Commission, City Staff	- HRC host an annual meet and greet and invite all department heads. This event will be held during the day in an informal setting to help meet them where they are and start developing those relationships -First of these events will be scheduled for January

2. Human Rights Commission is a diversity, equity and inclusion resource for West Des Moines citizens and civic leaders

Event/Activity	Timeline	Lead Commissioner, City Staff and Community Partners	Notes
Collaborate with community partners to provide 1 city staff and/or citizen trainings to advance the goals of the HRC	2020 - End of Year	Commission, City Staff, Community Partners	<ul style="list-style-type: none"> -Commission will coordinate with internal equity team and community partners -Commissioners will bring up potential opportunities with speakers and guests that are coming to events in town - how can we utilize that opportunity for the city?
Create and collect a multicultural calendar of events	End of Year 2020	Sanjita, Library, Schools, Community Partners, Commission	<ul style="list-style-type: none"> -Calendar listing holidays and important cultural days -Connect with community partners to compile events to add to the calendar as they come across -Assess and discuss gaps in cultural event programming based on the calendar. Use data and other resources to identify underserved groups
<ul style="list-style-type: none"> a. Develop protocol for handling discrimination complaints and communicate this protocol widely b. Educate the community about the role of the West Des Moines HRC and diversity, equity and inclusion efforts in West Des Moines. Have the one-pager added to the HRC website 	December 2019	<ul style="list-style-type: none"> a. Mindy b. City Staff 	<ul style="list-style-type: none"> -Procedure is already created. Mindy will put together a one-pager with information so we have that available -Invite someone from ICRC to come to a meeting & provide more information about the process

3. Human Rights Commission supports city services, programs and planning efforts to ensure a safe, inclusive and equitable community for ALL

Event/Activity	Timeline	Lead Commissioner, City Staff and Community Partners	Notes
Review and make recommendations regarding the internal equity group's final recommendations for the diversity and inclusion initiative	As requested by the Core Team	Internal equity group, City Staff and Commission	
Audit the city's recruitment and inclusion strategies to promote a diverse workforce	Ongoing as needed	City staff, Commission	
Test the application of GARE's equity toolkit to 2-3 city programs, policy or projects	As requested by the Core Team	Internal equity group, City Staff, with support of the Commission	

Additional Tasks for Consideration:

1. Human Rights Commission develops clarity, structure and systems to support its mission
 - Determine the capacity in which we can be included in the CORE team's process/how we can provide Motivational Interviewing to elicit motivation for positive change
 - Develop mechanism for engaging and training new commissioners so that commissioners understand their role and efficiently fold into on-going work of the HRC
 - Evaluate and advocate for appropriate resources such as staffing and funding dedicated to the city's diversity, equity and inclusion efforts

2. Human Rights Commission is a diversity, equity and inclusion resource for West Des Moines citizens and civic leaders:
 - Outline data needs and research issues to drive decisions

- Develop & implement an outreach strategy to directly engage diverse sectors to listen, learn, and understand critical diversity, equity and inclusion concerns of citizens.
- Based on outreach and engagement with underserved groups, develop a plan addressing diversity, equity and inclusion needs and issues raised by the community
- Compile data regarding WDM citizens and use that information to help drive decisions/areas of focus - Compile talking points regarding this data to ensure city staff and HRC know how to address citizen questions

3. Human Rights Commission supports city services, programs and planning efforts to ensure a safe, inclusive and equitable community for ALL

- Select 2–3 city documents from different city departments to audit for inclusive design and language
- Evaluate the potential impact of implementing the Equity Toolkit more widely