

# Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Louisville Metro Criminal Justice Commission

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If Yes, briefly explain the projects.  
In FY 22, the Criminal Justice Commission participated in the Racial Equity Training Series sponsored by the National Network of Criminal Justice Coordinating Councils. Additionally, we assessed the CJC members via survey in an effort to gather additional input and feedback to better understand the climate for taking on racial equity work. Members input and feedback informed the development of the Criminal Justice Commission's 2022 Strategic Priorities to advance racial equity work in the local criminal justice system.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?  
Was there a change in the department's Equity Vision Statement?  Yes  No  
Through planning, research, and system-wide coordination, the CJC strives to create a fair and equitable criminal justice system.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

- 1) Goal # 1: Explore collaboration with the Racial Fairness Commission in 2022
- 2) Goal #2: Disaggregate criminal justice system data by demographics (race, ethnicity, gender and age) in 2022
- 3) Goal #3: Continue to participate in the Annie E. Casey Juvenile Detention Alternatives Initiative with the goal to reduce racial and ethnic disparities within the juvenile justice system in FY 23

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

Goal #1 KPI: Number of RCF meetings held in 2022

Goal #2 KPI: Criminal justice system data disaggregated by demographics in 2022

Goal #3 KPI: Number of JJAC meetings held in FY 23

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

FY 22 goals were accomplished

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

The Criminal Justice Commission budget provides funding to support personnel and operating expenses for systemic planning, research, and coordination. Total budget is \$394,300. The CJC is not a revenue generating department.

9. Office of Equity Notes and Recommendations:

The Criminal Justice Commission utilizes a Racial Equity Tool from the National Network of Criminal Justice Coordinating Councils and has goals of collaborating with the Racial Fairness Commission; disaggregating criminal justice system data by race, ethnicity, gender, and age; and to participate in detention alternatives initiative to reduce ethnic disparities. The commission has the potential to play a key role at ensuring that racism and bias does not impact criminal justice outcomes. We recommend that specific dollar amounts, time, and effort be directed in this area

10. This Equity Impact Statement was REVIEWED by Faith Augustine 4/20/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by Ellen Hesen 4/20/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by Michael Meeks 4/20/2022  
Chief Equity Officer Date

**Certificate Of Completion**

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AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Michael Meeks
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	michael.meeks@louisvilleky.gov
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Faith Augustine faith.augustine@louisvilleky.gov Security Level: DocuSign.email ID: 1 4/20/2022 7:45:48 AM	<i>Faith Augustine</i>  Signature Adoption: Pre-selected Style Signed by link sent to faith.augustine@louisvilleky.gov Using IP Address: 199.201.216.103	Sent: 4/20/2022 7:45:47 AM Viewed: 4/20/2022 7:45:59 AM Signed: 4/20/2022 7:49:12 AM

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Accepted: 3/31/2022 1:57:43 PM  
ID: 56e4f6c2-adcc-43ed-a0c4-bc14a7c1cfc7

Ellen Hesen Ellen.Hesen@louisvilleky.gov Deputy Mayor/Chief of Staff Deputy Mayor/Chief of Security Level: Email, Account Authentication (None)	<i>Ellen Hesen</i>  Signature Adoption: Pre-selected Style Signed by link sent to Ellen.Hesen@louisvilleky.gov Using IP Address: 199.201.216.103	Sent: 4/20/2022 7:49:13 AM Viewed: 4/20/2022 11:23:16 AM Signed: 4/20/2022 3:46:05 PM
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**Electronic Record and Signature Disclosure:**

Accepted: 4/20/2022 11:23:16 AM  
ID: a863c558-17ea-457b-a8d3-36f44082d365

Michael Meeks michael.meeks@louisvilleky.gov Chief Equity Officer Security Level: Email, Account Authentication (None)	<i>Michael Meeks</i>  Signature Adoption: Pre-selected Style Signed by link sent to michael.meeks@louisvilleky.gov Using IP Address: 172.7.169.77	Sent: 4/20/2022 3:46:06 PM Viewed: 4/20/2022 3:47:24 PM Signed: 4/20/2022 3:48:18 PM
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Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/20/2022 7:45:47 AM
Certified Delivered	Security Checked	4/20/2022 3:47:24 PM
Signing Complete	Security Checked	4/20/2022 3:48:18 PM
Completed	Security Checked	4/20/2022 3:48:18 PM
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To contact us by email send messages to: [tracy.meiners@louisvilleky.gov](mailto:tracy.meiners@louisvilleky.gov)

### **To advise Louisville Metro Office of Equity of your new email address**

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- You can access and read this Electronic Record and Signature Disclosure; and
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- Until or unless you notify Louisville Metro Office of Equity as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Louisville Metro Office of Equity during the course of your relationship with Louisville Metro Office of Equity.

## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Codes & Regulations

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

*Yes, we completed the Racial Equity Tool worksheet for our annual cut list expansion. Also, we received a grant along with develop Louisville for 100 hours of technical assistance to look at the code enforcement process holistically to see how it could be done in a more efficient, effective, and equitable manner.*

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

Yes, we implemented an expansion of the annual cut list after evaluating the benefits of it and what the impact would be to those most negatively affected by blighted properties in the community.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

*The Department of Codes & Regulations is committed to advancing racial equity in our community. The office will perform inspections, abatement services, permitting & licenses activities utilizing an equity lens, with the goal of achieving a code compliant community for all, regardless of a person's make-up.*

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

*1) Goal # 1: When implementing or altering programs perform a review of the policies and procedures, utilizing the Racial Equity Toolkit.*

*2) Goal #2: In FY23 schedule all divisions in the department for equity training through the Office of Equity.*

*3) Goal #3: Maintain diversity in the department that mirrors or is more diverse than Jefferson County as a whole.*

(Revised 03/22)



5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators? X Yes    No

a. Goal #1 KPI: the number of functions, policies and processes that have had the Racial Equity Toolkit review in FY23.

b. Goal #2 KPI: schedule all departmental divisions for re-training in racial equity for FY23

c. Goal #3 KPI: Diversity in the department mirrors or is more diverse than Jefferson County as a whole.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget? X Yes    No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?    Yes X No

Please list the stated equity goals for this department that were not accomplished.

*Goal #2 has not yet been met to have all divisions to receive equity training through the Office of Equity.*

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated No new additional expenses, savings or expected revenue

9. Office of Equity Notes and Recommendations:

Continue using the Racial Equity Toolkit; recruitment, hiring, retention and promotion of staff with an equity lens; and schedule racial equity training.

10. This Equity Impact Statement was REVIEWED by:

DocuSigned by:  
Robert Kirchdorfer 4/18/2022  
1B305C5D112C48B...  
Department Director Date

11. This Equity Impact Statement was APPROVED by:

DocuSigned by:  
[Signature] 4/19/2022  
3A145C9A77EE47D...  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by:

DocuSigned by:  
Michael Meeks 4/20/2022  
965019EF3856436...  
Chief Equity Officer Date

# Louisville Metro Government

## Equity Impact Statement

### Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Develop Louisville

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No

If yes, please explain.

Yes, the Department has used the Racial Equity Assessment Tool particularly in the areas of the Land Development Code updates, as well as programming for redevelopment in west Louisville, Neighborhood Planning, Sustainability, Housing, and Community Redevelopment and all their related budget requests and allocations. The Department also incorporates Equity as a foundational principle of the C.H.A.S.E. (Connected, Healthy, Authentic, Sustainable, Equitable) strategy in our

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No

If yes, briefly explain the projects.

The Racial Equity Tool has been particularly useful for the Office of Planning & Design Services in the assessment of the Land Development Code where past planning practices, compounded by "redlining" severely curtailed neighborhood investment, housing options, mobility and equal opportunity throughout the community. Some planning practices historically were overtly inequitable, while others have been more subtle yet equally impactful. The Racial Equity Toolkit has been instrumental in identifying these more subtle and systemic issues to remedy inequities in the code.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

Develop Louisville is committed to assisting Louisville Metro Government in achieving its racial equity goals by incorporating goals and policies related to community and real estate development and investment as stated in its Principle of Equity - a core principle in our C.H.A.S.E. (Connected, Healthy, Authentic, Sustainable, and Equitable) strategy. "Louisville Metro is a community that values diversity and recognizes that resources, opportunities, and outcomes must be shared

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

Develop Louisville has not substantially changed our Equity Goals since last reporting. The areas of housing, houselessness, and eviction prevention have seen significant investment in the past year which changed some of the operating timeframes and scope but these remain our key equity goals in the coming fiscal year.

Goal # 1: Goal #1: Support reinvestment and private development without displacing current residents and businesses throughout west Louisville

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

As the Department's goals relative to progress in equity in the built environment are unchanged from FY22, so too have the associated KPI's remained.

Goal #1 KPI: Development and investment in west Louisville in FY23

Goal #2 KPI: Progress in the next phase of the equity review and updates of the Land Development Code in FY23

Goal #3 The Department's ability to reliably and effectively achieve its Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

The equity goals from last year were completed in varying degrees, but work remains to be done in each.

Goal #1 KPI: Development and investment in west Louisville in FY23. FY22 and previous projects continue. New projects are developed with new funding, as an ongoing effort.

Goal #2 KPI: Progress completion of the equity review of the Land Development Code i

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

Aside from expenses and revenues associated with the daily operations of project review in the Planning Commission and associated review bodies the proposed FY23 budget for Develop Louisville with regards to Equity is nearly totally about investment into the community in the areas of housing choice and opportunity, community development, investment in west Louisville and other areas that have suffered inequity, redevelopment of vacant and abandoned properties, supporting art

9. Office of Equity Notes and Recommendations:

NA

Develop Louisville continues to make progress towards improving racial equity in Louisville Metro, particularly as it relates to redlining and the "overtly inequitable" use of the Land Development Code, but must attack any vestiges of discrimination with more determination. Additional equity training and emphasis on economic empowerment through private land ownership is recommended.

10. This Equity Impact Statement was REVIEWED by Marlynn Harris 4/8/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by Jeff O'Brien 4/11/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by Michael Meeks 4/19/2022  
Chief Equity Officer Date

## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Economic Development

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

The Economic Development department identified key community organizations that exist to provide equitable access to additional business development resources, to black, minority, immigrant and businesses to low to moderate income areas.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

The Department of Economic Development provides accessible assistance for local businesses to find solutions for economic growth and retention, all while maintaining an intentional equitable focus around minority-, female-, and disabled-owned businesses, and ensuring equitable economic opportunity and impact.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

- 1) Goal #1: Increase number of minority employees in local workforce in FY22
- 2) Goal #2: Increase number of new minority-owned businesses by 2% in FY22
- 3) Goal #3: Increase annual revenue for existing minority-owned businesses in FY22
- 4) Goal #4: Provide equity training to department staff in FY22

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

- a. Goal #1 KPI: # minority employees added into the local workforce in FY22
- b. Goal #2 KPI: %age of # minority-owned businesses
- c. Goal #3 KPI: increased \$\$ revenue
- d. Goal #4 KPI: # of trainings; # of staff

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

The goals presented and approved are long-term, on-going goals for businesses in our community. These goals continue to be a part of our work and we continue to track progress from public data. Data sources also have a time lag therefore our reporting opportunity is delayed.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

The ED team added two positions this year to help achieve these goals, an economic development manager specifically dedicated to West Louisville and an additional small business manager. Impact on our budget expenses totaled \$145,264.

9. Office of Equity Notes and Recommendations:

Economic Development indicates an intentional focus on MFDBES and has made progress with the addition of an Economic Development Manager dedicated to west Louisville and a Small Business Manager. We believe the department recognizes the history of exclusion, under-utilization, and bias/overt discrimination against these business enterprises and is now actively seeking to correct these historical economic injustices. There are few, if any, more important departments of government for the reduction of the wealth gap in our society. We recommend emphasis in these efforts.

10. This Equity Impact Statement was REVIEWED by Benjamin Moore 4/21/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by Jeff O'Brien 4/21/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by Michael Meeks 4/22/2022  
Chief Equity Officer Date


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Certificate Pages: 5	Initials: 0
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Envelopeld Stamping: Enabled	Michael Meeks
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Director		
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/21/2022 9:17:44 AM
Certified Delivered	Security Checked	4/22/2022 8:29:04 AM
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### **How to contact Louisville Metro Office of Equity:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [tracy.meiners@louisvilleky.gov](mailto:tracy.meiners@louisvilleky.gov)

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To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [tracy.meiners@louisvilleky.gov](mailto:tracy.meiners@louisvilleky.gov) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

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# Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Human Relations Commission

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No

If yes, please explain.

The HRC routinely utilizes the Office of Equity, Equity Tool and Questionnaire in all major policy and budgetary decisions to assist in determining benefits and burdens in compliance with LMG policy and practice. The HRC by its charter and enabling legislation is responsible for monitoring and enforcing antidiscrimination ordinances and laws of the Commonwealth of Kentucky and our singular focus is racial equity.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects. None, other than Louisville Metro Government, Office of Equity materials.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department’s idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department’s Equity Vision Statement?  Yes  No

Louisville Metro Human Relations Commission (HRC) is committed to being a customer-centric department that values diversity, equity and inclusion and incorporates those values into the services that are provided.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department’s Equity Goals?  Yes  No

Goal #1: Conduct once a quarter a community event around one of the following subjects of fair housing, employment discrimination, sexual harassment, hate crimes or MFD/BE/LGBT/BE business certification per Metro’s Code of Ordinances;

Goal #2: Provide training to Metro’s Purchasing Agents for updates and refresher training of the MFD/BE/LGBT/BE procurement policy as described in Metro’s Code of Ordinances;

Goal #3: Train HRC staff members on the equity tools presented by office of Equity by October 2022

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

Goal #1: Collect the number of attendees at events and the number of inquiries received by HRC on the subjects of fair housing, employment discrimination, sexual harassment, hate crimes and MFD/BE/LGBTBE business certification per Metro's Code of Ordinances;

Goal #2: Continue to increase the number of diverse suppliers certified and monitor LMG diverse spend with these suppliers

Goal #3: The staff use of ability to address the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

The work accomplished by the Equity in Contracting and Procurement Task Force shows LMG has increase their spend with diverse suppliers and the HRC has had a 50% increase of diverse suppliers added to the certified database.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

n/a

9. Office of Equity Notes and Recommendations:

The Human Relations Commission monitors and enforces anti-bias, anti-racism, and anti-discrimination ordinances and laws in Louisville Metro and educates the public on such matters. HRC maintains a database of certified MFD/BEs for business to utilize and business incubators, and partners with the Office of Equity and other entities on projects and initiatives which improve racial equity. We recommend continued work and collaboration on anti-bias, anti-racism, anti-discrimination, and racial equity for in Louisville Metro and restart of the testing program.

10. This Equity Impact Statement was REVIEWED by: Verna Goatley 5/6/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Michael Meeks 5/13/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 5/13/2022  
Chief Equity Officer Date

## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Human Resources (HR)

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

HR evaluates equity data for aspects of HR decision making. This includes decisions related to compensation, disciplinary actions, training, classification changes, etc.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

HR's current vision statement:

"The Human Resources Department is committed to achieving the racial equity goals of Louisville Metro Government through ensuring equitable hiring and retention practices across all Metro departments, to help create and maintain a diverse workforce that is highly skilled and that reflects the demographics of our city while promoting a culture of inclusivity for both Metro employees and the community that we serve."

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:  
Was there a change in the department’s Key Performance Indicators?  Yes  No

6. Has the department’s ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No  
Please list the stated equity goals for this department that were not accomplished.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

N/A

9. Office of Equity Notes and Recommendations:  
Although HR does not utilize the racial equity tool created by the office of Equity or other similar tool, Equity is in bedded in its decision making processes. Many factors account for failure to accomplish its goals. We recommend that HR work with each agency individually to ensure that equitable hiring, promotion, retention, and (re)classification is accomplished throughout Metro Government.

10. This Equity Impact Statement was REVIEWED by: Ernestine Booth-Henry 4/28/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Monica Harmon 4/29/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 5/2/2022  
Chief Equity Officer Date

## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Louisville Metro Office of Inspector General(OIG)

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

The OIG reviewed: 1)Louisville Metro Office of Equity - Racial Equality Tool  
2)Center for Policing Equity - Toolkit for Equitable Public Safety  
3)Univ. of Louisville - Diversity, Equity, & Inclusion Evaluation Rubric

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

The OIG used the above referenced information to initially evaluate the overall mission of the agency. Then it used to information to develop the agency's Equity Vision Statement.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

The OIG has a newly developed vision statement: The Office of Inspector General will examine equity in policing by providing the public: evidence-based investigations, data driven analysis, and transparency relating to police practices.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

Goal #1: The OIG will hire a qualified staff that reflects the demographic make-up of the community it serves

Goal #2: The OIG will search public and private LMPD records to identify relevant data points to analyze issues related to policing equity

Goal #3: The OIG will implement processes giving the public the greatest access available for filing complaints against members of LMPD

Goal #4: The OIG will hold one public forum per quarter to provide information on the operations of the OIG's office.

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

Goal #1: Upon completion of the fiscal year the OIG will produce a report on the demographic make-up of its team in comparison to the populous of the Metro

Goal #2: The OIG will produce a report on the data bases identified

Goal #3: The OIG will report on its complaint in-take processes and complaints received and investigations initiated.

Goal #4: The OIG will report on events held within the past fiscal year.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

Not applicable

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

Not applicable

9. Office of Equity Notes and Recommendations:

The Office of the Inspector General has utilized the Racial Equity Tool, Center for Policing Equity Toolkit for Equitable Public Safety, and the University of Louisville Diversity, Equity & Inclusion Evaluation Rubric to advance equity and justice and has developed a vision statement. The goals include a demographically diverse staff, exhaustive searches to analyze issues related to policing equity, processes giving the public the greatest access to complaints filed against LMPD, and one public forum per quarter. with the office just having been created this yea

10. This Equity Impact Statement was REVIEWED by: Edward Harness 4/20/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Edward W. Harness 4/20/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 4/20/2022  
Chief Equity Officer Date



## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Louisville Metro Public Health and Wellness

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?

Yes  No

If yes, please explain.

- LMPHW continually aims to use a racial equity lens and approach in our programming and when analyzing policies. We have tried to prioritize approaches to decision-making that align with the principles of the tool – collaborate with stakeholders, especially those most impacted, review data, assess potential impacts, and mitigate those impacts. We aim to have racial equity integrated into the way we approach all of our policies and programs, knowing that this will be an ongoing process.
- For these reasons, we have pursued avenues to have more community engagement in our decision-making processes for programs, policies, and projects. Some examples include the involvement of our Community Advisory Board in the creation of the Health Equity Report, and the new Parent Empowerment Board to advise on policy and programs.
- Our annual use of the Health Impact Assessment Tool closely mirrors the process of the racial equity tool, with additional emphasis on health impacts. Examples can be found at [www.hia-lou.com](http://www.hia-lou.com)
- We have recently added an Equity Infrastructure Team through CDC funding that will support some of the published goals of various division strategic plans to use the racial equity tool more often.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

- LMPHW seeks to advance health and racial equity across all the department's programs, services, and community planning. The following are a few examples of what is covered within the LMPHW FY23 proposed budget:
  - Health Services—Healthy Start works to reduce infant mortality rates (the rate at which babies die before their first birthday). The infant mortality rates for African Americans in west Louisville neighborhoods (West of 9th St.) are more than double the rate of the Louisville Metro area (7.1). The goals of the Healthy Start program include helping moms in program zip codes have healthy pregnancies and to deliver healthy and full-term babies.
  - Environmental— Environmental Health continues to expand services on web-based platforms to increase access to the Divisions functions and services, reducing barriers to access and assisting customers with navigating services. For example, both Lifeguards Testing and Food Manager Training have been moved to web-based platforms, removing the burden on transportation challenged members of Louisville's community to receive

(Revised 03/22)

training and certification. Further, Environmental Health continues to translate program guidance and education into additional languages to ensure culturally competent communications with the Division's customers.

- Environmental— The Vector Control Program uses a priority response structure for directing inspection response and vector control activities. For instance, when scheduling inspections and control activities, Vector Control utilizes LMPHW's 2017 Health Equity health outcome mapping to prioritize response activities in communities with lower health outcomes to ensure those with more barriers to health receive prioritized services.
- Environmental— LMPHW Childhood Lead Poisoning Prevention Program (CLPPP) performs strategic planning and policy advocacy, public outreach and education, case management/coordination, environmental risk identification and assessment, complaint inspection, and corrective order enforcement. While CLPPP performs these functions for all Louisville residents, the program focuses activities in the 5 highest at risk zip codes impacted the most by the burdens of blood lead poisoning. This funding will allow CLPPP to continue addressing the results of redlining, racism and imbalanced housing practices that have prevented communities of color and those living below the poverty line from removing lead in their environments.
- Administration—As part of LMPHW's strategic plan focused on workforce and infrastructure, the Administration team is working on developing a policy that will ensure equitable access to and allocation of professional development funds. These funds are used to help staff get certifications, attend conferences, and gain additional training
- Center for Health Equity (CHE): CHE advances racial and health equity through community engagement, strategic partnerships, addressing data gaps and challenges, and through policy analysis and development. Staffing for this work ensures greater operationalization of racial equity across public health practice within the department. For example, Quality Improvement Coordinators within the department work across the department to evaluate program procedures and recommend modifications; these team members implement the department's quality improvement plan which explicitly identifies equity as a component of our continuous quality improvement model. Additionally, policy, program, and data analysts monitor population health indicators and produce actionable reports to the public, including the Health Equity Report (due for release in 2022). CHE staff also lead the coordination of the department's Community Advisory Board to guide the development of the HER and department initiatives.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

LMPHW's mission is to achieve health equity and improve the health and well-being of all Louisville residents and visitors. Our vision is a healthy Louisville where everyone and every community thrives.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

When we created these goals last year, we were still in the middle of heavily planning for vaccinations for the entire city. We had begun our first mobile missions, and a large percentage of LMPHW staff were still (Revised 03/22)

spending a majority of time on the COVID-19 pandemic response. Over the past year, we have worked on our goals and made some progress (documented below) but realized that we needed to return to equity basics.

The Government Alliance on Race and Equity (GARE) uses a model called Normalize, Organize, and Operationalize. This means start with getting everyone on the same page, organize your resources so that there is support and infrastructure to center equity, and then put the work plans into motion. With our CDC grant, we have funding to build an Equity Infrastructure team. While interviews for the manager of this team occurred in December 2021, they were not onboarded until mid-February 2022, and since their time has been fully spent working on the hiring process for the remaining three staff. We need time to get this team hired and onboarded so that we can revisit the Normalize, Organize and Operationalize cycle for our entire department. This does not negate the equity work that we have done in the past, but we believe in intentional movement that is clear and allows people to see themselves in the work and will ultimately result in sustainable, long-term change.

1. LMPHW will have a fully staffed and onboarded Equity Infrastructure team by September 2022.
2. LMPHW will have a training plan for LMPHW staff on racial equity by January 2022.
3. LMPHW will have a strategy for working with divisions to advance racial equity by January 2022.

IN PROCESS

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gauge overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:  
Was there a change in the department’s Key Performance Indicators?  Yes  No

- a. Goal #1 KPI: # staff hired; # staff with completed onboarding plans
- b. Goal #2 KPI: # trainings created
- c. Goal #3 KPI: # of initial strategy meetings completed with divisions

6. Has the department’s ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

Answers are provided in the attached questionnaire, which will be submitted with budget materials.

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No  
 Partial Progress

Please list the stated equity goals for this department that were not accomplished.

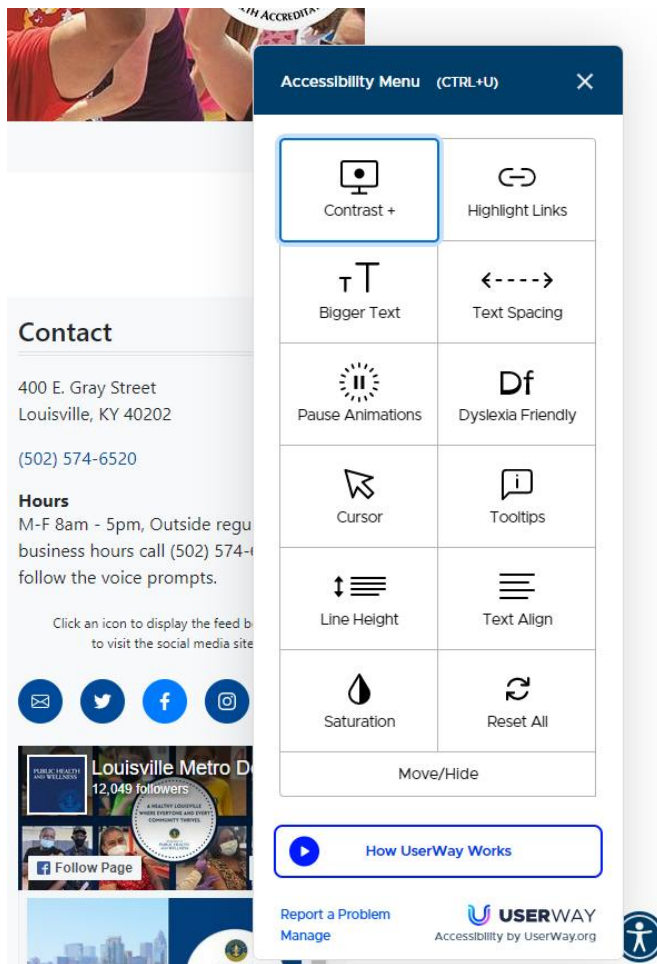
**Goal # 1: LMPHW will complete a classification and compensation equity review of every position in the department by June 30, 2022.**

**Progress:** As nursing shortages were a key challenge during COVID-19, this year focused on reviewing job positions, descriptions, and comparable compensation from other peer cities for our LPN and RN positions. Administrative personnel advocated to Metro HR on this adjustment. LMPHW has paused efforts on our classification and compensation equity review process while the contractor hired by Metro Human Resources to look at Metro as a whole completes their assessment. We support this process and are looking forward to how we can use the results.

**Lessons learned:** Although the department advocates for more equitable compensation for employees, requests for adjustments are often denied or not met. Partially this is because this must be addressed at a Metro-wide level in the way budgets are created and funding is allocated. We have learned that it is not always feasible to set goals where the control of the final decision rests outside of our agency.

**Goal # 2: LMPHW will create an equity assessment tool to review its publicly published department documents and communication materials by October 2021 and review 100% of newly published documents moving forward.**

**Progress:** Several of our improvements this year included expanding the number of communications materials provided in multiple languages for residents. This was an extensive effort around all of our COVID-19 communications materials. LMPHW also worked with LMG’s CIT team to add a language translation tool (over 100 languages) across the city’s website making it a more useful tool for all residents for whom English isn’t their first language. The department also now shares all social media posts in English and Spanish and translates educational materials into Spanish as well. We often share posts in other languages as well but because Spanish is the second most spoken language in Louisville, it is standard. We continued our efforts to review all documents with a health literacy lens. We also worked with LMG’s CIT to improve accessibility on the city’s website. A tool called User’s Way Accessibility App (photo below) has been added across the site to allow those with visual impairments to be able to fully use the site to get the information they’re seeking.



**Lessons learned:** This year the communications team was able to expand, which increased capacity beyond COVID-19 response. With increased collaboration from COVID-19, we learned that ongoing relationships with our community partners is essential, so information sharing can happen in both directions on a regular basis, and partners can help us understand what information needs to be shared and how. As the team builds and reflects on lessons learned from the past two years and our relationships with our partners, we would like to think intentionally about which communications goals will have the best impact for our community.

**Goal # 3: LMPHW will establish a formal equity review process of its internal administrative policies by December 2021, and review at least 5 administrative policies by June 30, 2022.**

**Progress:** During the FY22 period, the department was able to successfully able identify policies across the department to upload into a centralized location (the Power DMS platform). The Administrative policy manager was able to start an initial review of administrative personnel policies, and the Center for Health Equity policy team created an initial process for an equity review.

**Lessons learned:** Having a centralized repository has helped to make policies more accessible and readily available for staff and managers. Having all the policies available in one location will aid in the process of reviewing policies across the institution. Additionally, as mentioned above, the creation of the Equity Infrastructure Team will dedicate staff to ensure the equity review process can be operationalized in a thorough way.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

Savings are not something regularly calculated in the Metro budgeting process.

(Revised 03/22)

As of April 14, 2022, the following are the department expenditures and revenues:

- Expenditures: \$35,587,791.59
- Revenue: \$5,867,525.43

9. Office of Equity Notes and Recommendations:

Public Health and Wellness is a vital and key partner in the racial equity work of Louisville Metro Government. The staff is recognized for their knowledge and expertise in advancing health and racial equity, as indicated in this Impact Statement and with health and racial equity-related programs such as Healthy Start, Vector Control, and Childhood Lead Poisoning Prevention, along with the Health Equity Report an involvement with GARE. the department continues to set the gold standard in Louisville Metro. The department goals include: 1) completing a classification and compensation equity review of every position in the department, 2) creating an internal equity assessment tool to review its publicly distributed department documents and communication materials, and 3) establishing a formal equity review process of its internal administrative policies. We recommend continued racial equity work throughout Louisville Metro Government.

10. This Equity Impact Statement was REVIEWED by: Sarah Moyer April 21, 2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Brynn Gibson May 2, 2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 5/5/2022  
Chief Equity Officer Date

IN PROCESS

## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Louisville Division of Fire

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

The Division of Fire considers Racial Equity in all personnel matters including hiring, promotions, and reassignments. Our service area and resource deployment are based on National Standards and a Standard of Cover that is based on run volume and hazard types, The LFD also uses the Racial Equity Tool when considering projects and follows purchasing guidelines.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No

If yes, briefly explain the projects.

LFD has focused on recruiting a diverse workforce; Recruit Class 184 (2016) was 38% minorities and females hired; Recruit Class 185 (2018) was 38.6% minorities and females hired; Recruit Class 186 (2021) was 33.3% minorities and females hired; Upcoming Recruit Class will potentially be 31% minorities and females hired.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

The Louisville Division of Fire ("LFD") embraces and incorporates racial equity and inclusiveness into its fire prevention services, fire safety education, and emergency response efforts. The LFD is dedicated to maintaining a work environment that is free from discrimination, while committing to providing opportunities for hiring, promotion, and retention that utilizes racial equity tools and processes.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

1) Goal # 1: Increase diverse and qualified candidates pool by 5%

2) Goal # 2: LFD will provide training/opportunities around implicit bias, discrimination, etc. in FY22.

3) Goal #3: The LFD will continue to follow LMG policies on contracts, vendors, and services, used by the department, to ensure that racial equity is considered in those processes.

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

- a. Goal #1 KPI: Increase diverse qualified candidate pool by 5%
- b. Goal # 2 KPI: All staff who have been trained in equity, bias and inclusion
- c. Goal #3 KPI: Increase MFDBE utilization by 5%
- d. Goal #4 KPI: Number of new projects, policies and initiatives that have had the Racial Equity Toolkit analysis

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

Goal 1: Although there was a decline in applicants from the previous hiring process, there was an acceptable number of minority candidates.

Goal 2: All staff members have not completed the Equity, Bias, and Inclusion Training.

Goal 3: There was not a 5% increase due to multiple-year contracts and purchasing processes.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

The Proposed Budget for the LFD is \$82,465,400 of which \$77,696,500 (94%) is personnel cost. All services provided are allocated based on needs, response times, and risk, they are not specific to certain communities or persons.

9. Office of Equity Notes and Recommendations:

Not at this time.

LFD considers racial equity in personnel matters, including hiring (consistently above 30% minority and female hires) and promotions and uses national standards in the conduct of business. It has used the Racial Equity Tool on projects and purchasing. We recommend a review of retention and promotion policies and practices to insure that the culture within LFD is conducive to retaining the minority and female hired over the past years and with few Department Equity Goals accomplished, a renewed commitment and concerted effort to reach all goals.

10. This Equity Impact Statement was REVIEWED by: Gregory W. Frederick 4/7/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Matthew Golden 4/26/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 4/27/2022  
Chief Equity Officer Date



# Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Louisville Free Public Library

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

The Racial Equity Toolkit is now implemented at all branches of the Louisville Free Public Library. It is currently in use to assess programs that staff implement at different locations throughout the system.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects. The Louisville Free Public Library utilizes information from the Racial Equity Toolkit daily. The toolkit assists in assuring that we are on the right path with eliminating racial barriers in areas of Louisville Metro that are most impacted by economic, educational, and opportunity inequities.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department’s idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department’s Equity Vision Statement?  Yes  No

To assist communities and individuals most impacted by economic, educational, and opportunity inequities, the Louisville Free Public Library supports all residents and visitors to Louisville Metro, with the facilities, resources, and services they need to support their lifelong learning goals, ensure their educational and professional success, and to be fully engaged citizens in our community.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department’s Equity Goals?  Yes  No

Goal #1: Train all newly hired supervisors on the use of the Racial Equity Toolkit. Goal #2: Train all newly hired Library staff on the Toolkit. Goal #3: During development of the FY23 Strategic Plan, complete a Toolkit for all new Goals, Initiatives, Programs, or Services. Goal #4: Increase circulation of library materials at west region branches by 5% during FY23. Goal #5: Using the Action Plans developed during the FY22 Equity Audit, achieve specific goals for improvement of community representation and equity. Goal #6: During FY23, continue implementing new recruiting strategies to reduce the equity gap by 25%.

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

- a. Goal #1 KPI: Percentage of New Supervisors Trained on the toolkit.
- b. Goal #2 KPI: Percentage of New Library Staff Trained on the toolkit.
- c. Goal #3 KPI: Full use of Racial Equity Toolkit for Strategic Planning.
- d. Goal #4 KPI: Measure of the % of circulation increase at target branches.
- e. Goal #5 KPI: Achieve positive increases in all 5 areas over FY22 baseline.
- f. Goal #6 KPI: Percentage improvement in staff diversity gap.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

All equity goals will be completed by the end of FY22.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

FY22 Current Operating Budgets: Diversity, Equity & Inclusion Services:\$207,500; Western Library:\$308,600; Shawnee Library:\$440,300; Portland Library:\$300,900; Shively Library:\$451,300; Newburg Library: \$392,700.

FY23 Operating Increase Request: Portland expand hours/staff: Add \$59,600.

FY23 Capital Request: Portland Expansion: \$1,710,000 (\$1,024,000 bond for 20 year KDLA grant and \$686,000 to complete funding); Parkland renovation: \$1,700,000

9. Office of Equity Notes and Recommendations:

The Louisville Free Public Library utilizes the Racial Equity Tool on a daily basis to assess programs. The LFPL goals have been modified to include training; use of the Racial Equity Tool on all goals, initiatives, programs, and services; increased circulation at the western Branch; and more efficient use of Action Plans. We recommend continued use of the Racial Equity Tool; programming of special events that address racism, bigotry and prejudice; and efforts to address any racial inequities in staff recruitment, hiring, retention, salary and promotion.

10. This Equity Impact Statement was REVIEWED by Lee Burchfield 5/3/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by Katie Dailinger 5/4/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by Michael Meeks 5/4/2022  
Chief Equity Officer Date

## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Louisville Metro Air Pollution Control District

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

The District has incorporated the Racial Equity Assessment Tool into its rulemaking process. A fuller explanation exceeds the space available here, so a separate explanation has been provided to the Chiefs of Community Building and Equity, respectively.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

- Regulation 1.15, Chemical Accident Prevention Provisions
- Regulation 1.06, Stationary Source Self-Monitoring, Emissions Inventory Development, and Reporting
- Regulation 1.15, Version of Federal Regulations Adopted and Incorporated by Reference
- Regulation 2.04, Construction or Modification of Major Sources in or Impacting upon Non-Attainment Areas (Emission Offset Requirements)

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

This is the Department's Vision Statement: The APCD will ensure the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of APCD regulations, programs, and policies.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

Goal # 1: APCD will evaluate the non-permitting notice process and develop recommendations to improve accessibility by September 2022. Goal # 2: APCD will continue to recommend Land Development Code revisions focusing on environmental justice and air quality during Phase 2 Amendments of the LDC Reform. Goal #3: In order to foster an informed community that will support programs and policies to improve air quality and environmental equity, APCD will continue to participate in at least 20 community and hold 4 Clearing the Air workshops in FY23. Goal #4: APCD will set a goal for tracking and improving MFDBE purchasing in FY23.

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

Goal #1 KPI: Recommended practices for non-permitting notices by September 2022.

Goal #2 KPI: Deliver LDC revision recommendations to Planning and Design per the Phase 2 Amendment schedule.

Goal #3 KPI: Number of engagement activities (e.g., public meetings, community events, etc.) in FY23

Goal #4 KPI: Establishment of MFD BE goals for APCD in FY23.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

Goal #3 - During FY 22, APCD met its overall community engagement goal, but was not able to hold four Clearing the Air workshops.

Goal #4 - APCD will re-engage with OMB to develop an MFD BE goal for FY23.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

N/A

In Process

9. Office of Equity Notes and Recommendations:

APCD utilizes the Equity Assessment Tool extensively and achieving their equity goals will enhance accessibility to information, encourage land bank reforms, improve air quality and environmental equity, and increase use of MFD BEs. Air quality and environmental justice are both critical racial equity issues that require intentional strategies. More outreach, greater collaboration with key partners, regulated entities, and agencies will make APCD more effective, particular in distressed communities where industry shares space with residents.

10. This Equity Impact Statement was REVIEWED by: Frederick Hamilton 4/21/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Keith Talley 4/21/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael J. Marks 4/22/22  
Chief Equity Officer Date

**Certificate Of Completion**

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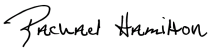
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 rachael.hamilton@louisvilleky.gov  
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Keith Talley  
 keith.talley@louisvilleky.gov  
 Chief of Community Building  
 Security Level: Email, Account Authentication  
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Michael Meeks  
 michael.meeks@louisvilleky.gov  
 Chief Equity Officer  
 Security Level: Email, Account Authentication  
 (None)

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact Louisville Metro Office of Equity:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [tracy.meiners@louisvilleky.gov](mailto:tracy.meiners@louisvilleky.gov)

### **To advise Louisville Metro Office of Equity of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [tracy.meiners@louisvilleky.gov](mailto:tracy.meiners@louisvilleky.gov) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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### **To request paper copies from Louisville Metro Office of Equity**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [tracy.meiners@louisvilleky.gov](mailto:tracy.meiners@louisvilleky.gov) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

### **To withdraw your consent with Louisville Metro Office of Equity**

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**Louisville Metro Government  
Equity Impact Statement  
Fiscal Year 2022-2023**

Pursuant to LMCO 30.03 and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Louisville Metro Animal Services

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

Animal Services engages the use of the racial equity toolkit when determining new programs to assist the citizens of Jefferson County. This toolkit allows LMAS to determine areas of need and how new programs or the alteration of programs might enhance racial equity.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

Animal Services uses this toolkit to implement and alter programs associated with pet retention, adoption fees, adoption promotions, and redemption fees of impounded animals.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

To be a world class animal shelter by protecting the public health and safety of all citizens equitably, ensuring the humane treatment of domesticated animals and providing quality and professional service equitably to the public.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable,

(Revised 03/22)

Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

- a. Goal # 1: Hold twice-yearly low-cost vaccine and microchip clinics in high stray intake zip codes including, but not limited to, 40211, 40214, 40216, and 40272 during FY23
- b. Goal # 2: Partner with Lean into Louisville to host career seminars in FY23.

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

- a. Goal #1 KPI: Whether or not the clinic was held and what the attendance was.
- b. Goal #2 KPI: Number of Lean into Louisville events held in FY23 that Animal Services attended.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No  
Please list the stated equity goals for this department that were not accomplished.

The equity goals stated above for FY22 were not completed due to COVID-19 restrictions.

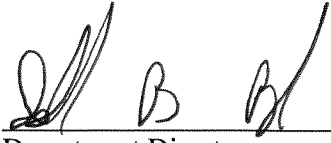
8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.


The majority of Animal Service's programs are funded through donations from The Friends of Metro Animal Services, the sole fundraising entity for Metro Animal Services. The average revenue from the Pay it Forward free adoption program is \$87,000 annually.


9. Office of Equity Notes and Recommendations:

Louisville Metro Animal Services is utilizing the Racial Equity Tool to determine new programming and has provided a list of achievable equity goals and events at which it desires to participate to further their equity goals. Their equity goals were not accomplished due to the pandemic, but substantial progress is noted. We recommend continued examination and efforts toward equitable programs and study of recruitment, hiring, retention, and promotion of a diverse staff.

(Revised 03/22)

10. This Equity Impact Statement was REVIEWED by:  B B/ 4/5/22  
Department Director Date

11. This Equity Impact Statement was APPROVED by:  4/5/22  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by:  4/20/22  
Chief Equity Officer Date



# Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

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Name of Department: Louisville Metro Department of Corrections

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

Racial Equity Toolkit Analysis.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If Yes, briefly explain the projects.

FY22 - Implicit Bias Training for all staff and increased recruitment and retention efforts for diversity, minority, and underserved communities.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

The Louisville Metro Department of Corrections (LMDC) is committed to promoting a diverse and inclusive workplace anchored in culturally responsive and evidence-based practices for individuals who are justice-involved. LMDC aims to reduce recidivism through effective treatment and rehabilitative efforts and is dedicated to practicing equal opportunity in employment. Every employee is treated respectfully, with the expectation that employees do the same for those we serve.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

1) Conduct person-first and identity-first language training for all staff in FY23.

2) Create and publicly display person-first and identify-first language informational handouts throughout staff workstations in FY23.

3) Develop a multi-week Citizens Corrections Academy to educate, involve, and connect community members to LMDC in FY23.

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

Goal #1 KPI: All staff have completed person-first and identity-first language training in FY23.

Goal # 2 KPI: Person-first and identify-first language informational handouts will be printed and visibly displayed in all staff workstations in FY23.

Goal # 3 KPI: A minimum of 10 community members will participate and graduate from the Citizens Corrections Academy in FY23.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

All staff completed implicit bias training in FY22; however, there was not a 20% increase in staff diversity through recruitment and retention.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

N/A

9. Office of Equity Notes and Recommendations:

The department, among other things, houses individuals, who are alleged to have violated the law which is a critical role in protection of the community and a vital part of the criminal justice system that includes protection of the inmates. We recommend the department place greater emphasis on achieving the equity goals from previous years with trainings and talent recruitment and retention efforts conducted through a strong equity lens and with greater use of the equity tools in the overall operation of the facility. Good work on important programs, goals, and initiatives.

10. This Equity Impact Statement was REVIEWED by: Jerry Collins 4/22/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Matthew Golden 5/1/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 5/5/2022  
Chief Equity Officer Date

## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Office of Civic Innovation & Technology

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  
 No

If yes, please explain.

We have used the tool when evaluating technology platforms being explored by agencies and have encouraged departments requesting new technologies to complete the tool as well. We have additionally put into place departmental policy around diverse interview panels when interviewing candidates for open positions.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

"The Office of Civic Innovation & Technology is committed to make diversity, equity, and inclusion a part of everything that we do, from the technologies we build and acquire to how we hire our team members."

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No



Goal # 1: Conduct at least four offsite recruiting activities per year, with two of those occurring at events identified as minority job fairs.

Goal #2: We will create a diverse interview panel with at least one female and one minority representative within CIT to meet with potential candidates about job postings.

Goal #3: Conduct an audit and survey of CIT's current vendors to create a baseline that reports on the number of MFDBE certified business we engage with and the amount of money spent with them annually. Additionally, we will ask them if they have a Racial Equity Plan and their goals aligned with that plan.

Goal #4: Conduct a survey of local governmental and quasi-government technology organizations, to identify MFDBEs that Metro CIT may an opportunity have to do business with in FY22

Goal #5: Increase MFDBE utilization and spend in FY22

Goal #6: Create and Equity Analysis Questionnaire to be utilized for all new projects and initiatives managed or reviewed by CIT, to measure their impact on minority communities.

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

Goal #1 KPI: Working with Human Resources and other community partners we will participate in at least 4 job fairs and more specifically, at least two minority job fairs, each calendar year.

Goal #2 KPI: Creation of the CIT diverse interview panels

Goal #3 KPI: Perform the audit and survey of our current vendors, seeking confirmation of their status and requesting Racial Equity Plans from all vendors each calendar year.

Goal #4 KPI: Conduct survey to identify technology MFDBEs to do business with Metro CIT in FY22

Goal #5 KPI: Measure dollars spent with MFDBE contractors divided by dollars spent with non-MFDBE contractors in a calendar year.

Goal #6 KPI: 100% of new projects or initiatives reviewed by CIT that will potentially impact the community will complete an Equity Analysis Questionnaire as part of the review through our eCAB process if they have not already completed the full Racial Equity Tool Worksheet.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No  Partially  No  
Please list the stated equity goals for this department that were not accomplished.

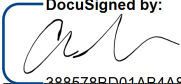
Goal #1 - Job fair attendance was down due to COVID restrictions. We have attended one job fair so far since restrictions were lifted.

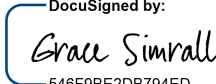
8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.


(Revised 03/22)

CIT does not have any direct budget funds related to equity work. Most of our changes have been policy, process, and procedure related, and may impact other agency budgets when they are acquiring new solutions that require IT assistance. The remainder of our work is done with existing personnel budget.

9. Office of Equity Notes and Recommendations: Remove obstacles bridging the digital divide, cultivate young IT talent in marginalized communities and devote attention towards hiring a more diverse staff.

10. This Equity Impact Statement was REVIEWED by:  4/21/2022  
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Department Director Date

11. This Equity Impact Statement was APPROVED by:  4/21/2022  
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Agency Chief Date

12. This Equity Impact Statement was APPROVED by:  4/27/2022  
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Chief Equity Officer Date

## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Office of Equity

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No

If yes, please explain.

The Office of Equity has both used an abbreviated version of the Racial Equity Assessment Tool in more common decision and policy making, and instructed other departments in utilization of the Racial Equity Assessment Tool and Questionnaire.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No

If yes, briefly explain the projects.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

The Office of Equity Vision Statement remains: "The Office of Equity is committed to leading and assisting Louisville Metro Government in achieving it's racial equity goals, in which our efforts of racial equity can create a government and a community where race does not predict one's quality of life, and where equity is reflected across all institutions of Louisville Metro."

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

The Office of Equity Racial Equity Goals are: Goal #1: Operationalize utilization of equity tools within FY22; Goal #2: Performing and hosting quarterly equity trainings for Metro agencies in FY22; Goal #3: Create opportunity for minority, female, disabled owned business enterprises (MFDBES), by implementing new policies, programs and initiatives in FY22; Goal #4: Have monthly events around dialogue regarding race and racism in calendar year 2022; and Goal #5: Create an equity dashboard for all Metro agencies in FY22.

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

The Office of Equity Key Performance Indicators were: Goal #1 KPI: All Metro agencies have been trained on and are utilizing equity tools by the end of FY22; Goal #2 KPI: Minimum of at least one (1) training for Metro agencies during the quarter; Goal #3 KPI: Number of new or amended policies, programs and initiatives around MFDBE opportunities that are implemented FY22; Goal #4 KPI: Number of Lean Into Louisville events held in FY22; and Goal #5 KPI: Implement the equity dashboard for all Metro agencies. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

Yes, partially. Overt the past 2 years, all Metro agencies were trained on use of the Racial Equity Tool and most using the tool; we were unable to conduct quarterly trainings due to staffing shortages; there were new and amended policies, programs and initiatives around MFDBE opportunities implemented, which has resulted in a record high 351 certified MFDBES; increased number of Lean Into Louisville (and Office for women) events; and implement a One Shop Equity Shop for all Metro.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

The entirety of the Office of Equity budget is dedicated to ensuring that the policies and practices throughout Louisville Metro Government align with the mayor's commitment to improving racial equity in the city.

9. Office of Equity Notes and Recommendations:

It is recommended that the Office of Equity develop a training (virtual or in person) mechanism for consistent training of all LMG employees on use of the Racial Equity Tool to further normalize, operationalize, and organize as recommended by GARE; devote more efforts to certifying greater numbers of MFDBES particularly in constructions; continue Lean Into Louisville events and panel discussions; fully implement the office for women strategic plan and the Truth and Transformation Initiative; and provide more support to all LMG agencies with equity efforts.

10. This Equity Impact Statement was REVIEWED by: Michael Meeks 4/29/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Michael Meeks 4/29/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 4/29/2022  
Chief Equity Officer Date

**Louisville Metro Government**  
**Equity Impact Statement**  
**Fiscal Year 2022-2023**

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Name of Department: OFFICE OF FACILITIES & FLEET MANAGEMENT

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

*The Office of Facilities & Fleet Management tracks MFDDBE spend using Power BI. Using this tool, we have been able to import data from FY 19 to present to track our progress.*

*In addition, F&F works regularly with the Purchasing Department to recruit new vendors and contractors when projects are identified.*

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

*In addition to the Power BI data set mentioned above, the department is working closely with the Human Relations Commission to identify and engage qualified minority, female, disabled business enterprises (MFDDBEs). Additionally, the department is working with Human Resources, advocacy groups and other governmental agencies to formulate strategies and implement programs and services that will integrate equity into our recruiting and hiring process.*

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

*No changes for FY23*

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

*No changes for FY23*

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gauge overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:  
 Was there a change in the department's Key Performance Indicators?  Yes  No

Goal #1 KPI: The percentage increase in the budget spend with MFDBE's in FY22.

Goal #2 KPI: The number of new equity tools that have been integrated into the Facilities and Fleet recruiting and hiring process.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

In F21, F&F saw a 14% increase in spend with MFDBE contractors and vendors. Data is still being gathered for FY 22.

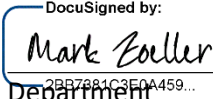
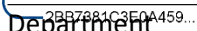
In FY22, F&F attended a Human Resource Job Fair, posted F&F open positions at the Urban League and Kentuckiana Works, as well as collaborated with the Kentucky Builds program to seek qualified MFDB's.

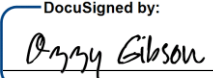
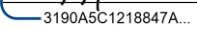
8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

In FY 21, F&F spent approximately \$3,690,000 with MFDBE contractors/vendors. Data for FY22 is still being gathered.

9. Office of Equity Notes and Recommendations:

Fleet and Facilities has indicated no change in the vision statement or goals from the previous year and has made progress recruiting MFDBEs, while spending with MFDBEs was up in 2021 but continues to gather data, work on formulating a strategy for recruitment and hiring of personnel. We recommend the department complete the plan of action for hiring a diverse staff and an equitable promotion and retention strategy, along with greater use of the Racial Equity Tool in decision making, collaborate with other departments on personnel issues, and continue the good work.

1. This Equity Impact Statement was REVIEWED by:  4/21/2022  
 Department  Date

2. This Equity Impact Statement was APPROVED by:  4/21/2022  
 Department  Date



**Louisville Metro Government**  
**Equity Impact Statement**  
**Fiscal Year 2022-2023**

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Name of Department: **Office of Internal Audit**

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

The Racial Equity Tool is utilized to assess audit recommendations in regard to the impact to potentially benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures.

This budget request will improve the potential for diversifying our staff and will impact the agency's goals of furthering racial equity by providing additional personnel with expertise in diversity and equitable processes.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

**Department Equity Vision Statement:** The Office of Internal Audit is committed to assisting policy makers and program managers in advancing racial equity through providing assurance and consulting activities.

Was there a change in the department's Equity Vision Statement?  Yes  No

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

(Revised 03/22)



1) Goal # 1: When applicable, the Office of Internal Audit will assess the racial equity goal related to a program or process under review. The results of the assessment will be included in the respective audit by FY24.

2) Goal #2: Benchmark peer city audit shops regarding equity initiatives by FY23. Select a minimum of two best practices to explore implementing.

3) Goal #3: Ensure auditors receive two CPE, annually, regarding equity and inclusion.

Was there a change in the department's Equity Goals?  Yes  No

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

a. Goal #1 KPI: Five percent of our audits should include an assessment of a related racial equity goal.

b. Goal # 2 KPI: Identify at least two peer city audit shops that have a robust equity program or program for assessing equity, during CY 22.

c. Goal #3 KPI: Each auditor should have 2 CPE, per year, for racial equity and inclusion training.

Was there a change in the department's Key Performance Indicators?  Yes  No

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No  
Please list the stated equity goals for this department that were not accomplished.

1) Goal # 1: In progress.

2) Goal #2: In progress.

3) Goal #3: Complete. Ongoing.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

N/A

(Revised 03/22)



## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Office of Management and Budget

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No

If yes, please explain.

Yes, the Department has used the Racial Equity Assessment Tool particularly in the areas of the Procurement, Open Records, OMB Policy Review, Revenue Commission and OMB Personnel. With regards to personnel, OMB has identified Goal 5 as: Meet Equity Objectives established by Ordinance, Leadership, and the Office of Equity. That goal includes (please see attached sheet for continuation)

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No

If yes, briefly explain the project. The Racial Equity Tool has been particularly useful for Procurement in the development and publication of the updated Procurement Policy. The tool was further referred to for enactment of an internal policy of application of review of each policy and procedure to be reviewed each year for not only updates but also to review with an eye to equity and removing any inequities that may create barriers. Through development of the Strategic Plan, Action Plans, and a focus on the customer experience, the LMRC has identified language barriers (please see attached sheet for continuation)

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

OMB remains committed to equity by providing excellent customer service through trust, respect, and responsiveness through utilization of equity tools and processes while maintaining our focus on fiscal responsibility, integrity, and transparency.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

#1: Evaluate implicit bias in OMB hiring practices.

#2 Train OMB personnel to mitigate any identified implicit bias for future OMB hiring practices.

#3: Continue OMB efforts with structural racism cohorts to improve internal agency staffs' understanding of structural racism.

#4: Continue review of Purchasing Policy to identify equity barriers in conjunction with a multi-department strategic procurement committee.

(Please see attached sheet for continuation)

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

#1 and #2: Percentage of hiring supervisors and above who have been further trained to mitigate implicit bias during FY22.

#3: Add at least one more cohort to this Center for Health Equity-based curriculum of at least another twelve people during FY23.

#4: Review 100% of the Purchasing Policy with the goal of cataloging existing barriers

#5: Review 100% of OMB policies and procedures during FY22 through the equity lens (Please see department's ability to comply in achieving the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

Equity goals 1, 2, 3, 7 and 8 were not completed in FY 22, but are underway during the latter half of the year. OMB experienced delays and challenges due to the COVID-19 pandemic. Resources to meet daily operational needs, telework, and an increased rate of personnel turnover limited our training opportunities and impacted our ability to initiate these our goals.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

LMRC equity initiatives should have a direct impact on the agency's ability to better communicate with business entities of all sizes and backgrounds, leading to increased collection of the OL tax. These initiatives will support efficient internal operations, creating a savings for available resources. There will be a cost associated with translation services. (Please see attached sheet for continuation).

9. Office of Equity Notes and Recommendations:

OMB has efficiently and effectively utilized the Racial Equity Tool, the strategic plan, and action plans to improve racial equity within the department and to the public it serves and continues to work on achieving the equity goals created last fiscal year. We recommend continued examination, efforts, and study of various innovative methods and approaches to increasing the utilization of MFDBES and LGBTQ-owned business enterprises in contract procurement and purchasing throughout Metro Government.

10. This Equity Impact Statement was REVIEWED by: Angela Dunn 4/25/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Monica Harmon 4/25/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 4/26/2022  
Chief Equity Officer Date

## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Office of Performance Improvement

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

- The Office of Performance Improvement (OPI) has no variation in its budget request from the previous fiscal year. Currently, the department's operations support the advancement of racial equity through project and performance management technical assistance provided to the Office of Equity and other agencies.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

While OPI has not specifically used information from any racial equity assessment toolkits or racial equity impact assessment worksheets, our core operations support the advancement of equity and justice in the following ways:

- Project and Performance Management technical assistance to the Office of Equity to ensure the efficient implementation of the department's goals.
- Strategic and Action Planning technical assistance to the Office of Equity to develop sound key performance indicators and strategic goals for the agency.
- Performance Management support for Louisville Metro Government through problem solving technical assistance and our LouieStat Forum's which aid in the identification of issues and development of problem-solving action plans. The assistance provided ensures that Louisville Metro Government develops equity metrics and identifies any constraints that may prohibit the realization of these metrics.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

- The Office of Performance Improvement is committed to make diversity, equity, and inclusion an integral part of our operations, from providing project and performance management training that aides departments in the development of equity goals and metrics, to the hiring of personnel within the office, and finally through the monitoring and diagnosis of issues and risks that prohibit the successful execution of enterprise equity goals.

Was there a change in the department's Equity Vision Statement?  Yes  No

OPI has submitted its first equity vision statement for consideration.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

- Assist the Office of Equity in the development, implementation, and evaluation of a new process to track metrics required by the equity ordinance by December 30, 2022.
- Develop and implement diverse interview panels for all OPI new hires by April 1, 2022.
- All new projects or initiatives reviewed by OPI that will potentially impact the community will complete an Equity Analysis Questionnaire as part of our project prioritization selection process.

Was there a change in the department's Equity Goals?

Yes  No

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gauge overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

- OPI uses the Objective and Key Result (OKR) framework along with Key Performance Indicators (KPI) to assess our ability to execute goals.
  - Key Result – Develop and implement a new process to track department equity metrics by December 30, 2022.
  - Key Result – All LMG equity metrics are monitored and tracked via the new process by December 30, 2022.
  - Key Result – All interview panels beginning March 1, 2022, will consist of racially diverse panelists.
  - Key Result – Completed equity analysis questionnaire for all new projects that may potentially impact the community.
  - KPI - # of completed equity analysis questionnaires
  - KPI - # of equity metrics tracked by December 30, 2022.

Was there a change in the department's Key Performance Indicators?  Yes  No

OPI has submitted new OKRs and KPIs for consideration.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

- All interview panels will consist of racially diverse panelists as of March 1, 2022.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

- \$35,000 in carryforward funding used for enterprise training and development of project and performance management skills used to assist in the development of strategic goals, objectives and key results for departments.

9. Office of Equity Notes and Recommendations:

Although OPI has not used the Racial Equity Tool, it supports racial equity through project and performance management, strategic and action planning, and other technical assistance and support to departments that utilize the tool in reaching their established racial equity goals and metrics. OPI has submitted an Equity Vision Statement and listed goals, KPIs, and timetables with a commitment to require Equity Analysis Questionnaires as part of their process. We recommend use of the racial equity tool as part of their standard procedures with goals of more diverse recruitment, hiring, and promotions.

10. This Equity Impact Statement was REVIEWED by: Joshua Watkins 4/22/2022

Department Director

Date

11. This Equity Impact Statement was APPROVED by: DocuSigned by: Grace Simrall 4/22/2022  
085019EF3856436  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: DocuSigned by: Michael Meeks 4/24/2022  
085019EF3856436  
Chief Equity Officer Date



# Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Louisville Parks and Recreation

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

we utilized the toolkit during the decision-making process regarding the future use of the Cherokee Park Loop Road. we also are currently utilizing the kit relating to the public meeting process and future of Cherokee Golf Course.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
Besides the above references, we are utilizing these resources as part of the Parks for All project.

## In Process

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

Louisville Parks and Recreation is committed to creating and promoting inclusion. Our aim is to ensure that everyone has equal access to all the benefits, programs and services the department offers. This includes Louisville residents who have been historically marginalized, including those with physical or cognitive disabilities, the LGBTQ community, racial and ethnic minorities, and newly naturalized citizens, refugees and immigrants.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

#1: Create greater awareness of the west Louisville Outdoor Recreation Initiative.

#2: Increase outreach to the marginalized in our community to improve usage of programs and facilities. #3: Hire an equity manager FY23. #4: Add 2,000 trees to the city's canopy during FY23. #5: Increase the hiring of international employees by 5% in FY23. #6: Provide expanded operating hours at Louisville Parks and Recreation's community centers beginning Summer 2022. #7: Continue to work with the Parks Alliance of Louisville's assessment team to identify gaps in equitable investments and programs in parks/programming during FY23.

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

GOAL #1 KPI: track press releases, contacts with community leaders, attendance at public meetings and metrics relating to social media posts relating to this GOAL. GOAL #2 KPI: assess public outreach strategy to these communities and determine effectiveness by end of FY 23. GOAL #3 KPI: complete hire of equity manager. GOAL #4 KPI: number of trees planted. GOAL #5 KPI: % of employees hired. GOAL #6 KPI: number of expanded hours at centers. GOAL #7 KPI: identify weaknesses/gaps in equitable investment. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

GOAL #2: Designate all Louisville Parks and Recreation community centers as LGBTQ-friendly during FY2022 and designate one community center as the hub for LGBTQ programming. GOAL #3: Provide for green spaces, additional tree canopy and reduces the health impacts of urban heat islands by planting 3,500 trees in FY 22. GOAL #7: In FY22, ensure that every public park in Louisville Metro has adequate provisions for citizens.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.


- #1: N/A      #2: N/A
- #3: N/A      #4: Plant 2,000 trees (\$600,000 budgeted)
- #5 N/A      #6: \$412,0000
- #7: N/A

9. Office of Equity Notes and Recommendations:

Louisville Metro Parks and Recreation utilizes the Racial Equity Tool with all projects and has a healthy list of equity goals. We recommend Parks and Recreation address the concerns expressed in the past over perceived inequities in public parks, and park facilities, maintenance, and amenities, and any perceived inequities within the Metro Parks and Recreation staff. The department has trained or retrained all staff members in Advancing Racial Equity, but we also recommend that the department continue efforts to address any racial inequities in recruitment, hiring, retention, salary and promotion.

10. This Equity Impact Statement was REVIEWED by: Margaret Brosko 5/5/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Keith Talley 5/5/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by:  5/9/2022  
Chief Equity Officer Date

# Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Public works & Assets

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

Encourage all employees to become more financially astute (retirement awareness)

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects:  
Paving projects: (\$20+ million) do not have any minority vendors, only subcontractors like Seven Seas that does the sidewalks and ramp installation and repairs.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No  
Having a vision and having enough minority contractors for our largest contracts has been the difficulty. We had suggested a minority contractor incubator to increase opportunity.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

1. Internally we have done well to increase employee promotional opportunities
2. Regardless of SMART framework, you have to have contractors to fill the void.
3. We can track contracts but you still have to have contractors to increase % of contract awards

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

1. Number of minority contractors and subcontractors for paving and sidewalks and Capital projects.
2. Increase of minority contract award amount from year to year.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

Increase of minority contractors

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

N/A

9. Office of Equity Notes and Recommendations:

Public works and Assets likely needs assistance and training with use of the Racial Equity Toolkit. The pressing need for MFDBES is understood and is being addressed by other agencies, but appropriate use of the toolkit will provided the department with both internal and external tools for advancing equity and justice. We recommend use of the Racial Equity toolkit in all major decision-making of the department, the creation of goals and KPI's, and collaboration with other agencies to help find a solution to the lack of MFDBES.

10. This Equity Impact Statement was REVIEWED by: Vanessa Burns 5/11/2022  
 Department Director Date

11. This Equity Impact Statement was APPROVED by: Brynn Gibson 5/11/2022  
 Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 5/13/2022  
 Chief Equity Officer Date

## Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to LMCO 30.03 and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Office of Resilience and Community Services

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

*RCS utilizes the Racial Equity Assessment Tool developed by the Office of Equity.*

*The budget request benefits communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures, through the continuation of supportive services and assistance programs for low-income households:*

- Eviction Prevention Assistance*
- Utility Assistance,*
- Neighborhood Place Care Program*
- Financial Empowerment Center*

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

*Yes, 100% of RCS divisions have completed the Racial Equity Toolkit. Divisional learnings were incorporated and utilized in the development of RCS' FY23 Strategic Plan. Several divisions have comprehensively considered toolkit learnings in departmental functions and services.*

***Highlighted example:*** *The Office of Financial Empowerment (OFE) with RCS has specifically utilized the toolkit and learnings in the planning and implementation of the new Louisville Financial Empowerment Center (FEC). The Louisville FEC will create financial counseling as a public service to assist residents with banking, savings, debt, and credit. The FEC will create accessibility and opportunity for all residents – breaking the pattern of inaccessibility of professional financial services. FEC's purpose is an equity strategy by nature. OFE utilized the racial equity toolkit to guide the planning and launch process and the following actions were taken in result:*

- Focused on racial equity commitment and strategy of project subcontractors;*
- Prioritized target populations historically underserved due to systemic racism;*

- *Created diverse representation on the FEC Advisory Committee who steered the planning process;*
- *Educated stakeholders about racial discrepancies in our city and led conversations around equitable program design and strategies;*
- *Engaged local researcher to conduct qualitative research regarding attitudes/behaviors/values of our target populations;*
- *Intentionally selected project partners who demonstrated equity commitment, accessibility and opportunity for targeted populations; and*
- *Created and shared our equity statement and awareness graphic for OFE which demonstrates our commitment and how our programs/policies address issues of financial equity (attached).*

*In result of these intentional actions, Louisville was commended for our racial equity strategies and project design from a national funder, the Cities for Financial Empowerment Fund. CFE invited Louisville to share these equity strategies as was highlighted as a city of best practices to a cohort of cities around the country working to plan and launch a Financial Empowerment Center. In addition, CFE has adopted and integrated our equity considerations for project partners and subcontractors into their model.*

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department’s idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department’s Equity Vision Statement?  Yes  No

*As Louisville’s Community Action Agency, RCS respects Louisville’s cultural diversity. It therefore works to achieve racial equity through its efforts to help its most vulnerable residents stabilize and be more self-sufficient in their education, employment, housing, sustenance, and personal finances.*

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department’s Equity Goals?  Yes  No

1. *Advance the Office of Resilience and Community Services workforce through equity, inclusion, and diversity to better serve our community through FY23.*
2. *Increase resilience by strengthening resources, skills, and opportunities for residents through FY23.*
3. *Mitigate the impact of houselessness by implementing new solutions and alternatives in FY23.*
4. *Create a comprehensive data framework to support and inform agency goals and objectives through FY23.*

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department’s Key Performance Indicators?  Yes  No

*Please see attached RCS Goals and KPI's addressing racial equity.*

6. Has the department’s ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No  
Please list the stated equity goals for this department that were not accomplished.

*All goals were successfully completed.*

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

*\$3000 was budgeted and expended for Racial Equity Training. RCS does not generate revenue, the department provides assistance to individuals and organizations who serve individuals.*

9. Office of Equity Notes and Recommendations:

The Office of Resilience and Community Services has an extensive list of goals and KPIs, has placed racial equity high of the list of departmental priorities with commensurate funding and action, has consistently achieved it goals, and did an exemplary job in completing the Equity Impact Statement. Other than continue the racial equity work on behalf of the residents and employees of LMG, we have no recommendations for the department.

10. This Equity Impact Statement was REVIEWED by: 

DocuSigned by: <i>Tameka Laird</i> <small>4FA251E74CB3417...</small>	4/7/2022
Department Director	Date

11. This Equity Impact Statement was APPROVED by: 

DocuSigned by: <i>Keith Talley</i> <small>5DF1AB4EDE23414...</small>	4/8/2022
Agency Chief	Date

12. This Equity Impact Statement was APPROVED by: 

<i>Michael Meeks</i>	5/5/2022
Chief Equity Officer	Date

# Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Office for Safe & Healthy Neighborhoods

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

The steps outlined in the proposal process are the natural flow of decision-making regarding initiatives and/or programming for the office. Because our focus is on historically marginalized communities of color, we're heavy on engaging those impacted by the work that we do and attempting to create an equitable power balance between community and OSHN. We can't really do our work without what is outlined in the toolkit; a focus on structural violence in our mission grounds us in racial equity.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department's idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department's Equity Vision Statement?  Yes  No

Address structural and interpersonal violence by working with and within multiple sectors of the community to examine root causes and deploy strategies that are comprehensive, evidence based, socially just, and grounded in the public health approach to violence prevention.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department's Equity Goals?  Yes  No

Goal # 1: Connect 450 individuals [from historically marginalized communities] who have been placed at risk for violence perpetration and/or victimization with needed resources in FY23.

Goal # 2: Provide trauma therapy to at least 400 children and families [from historically marginalized communities] affected by trauma, systemic inequities, violence and unrest by 2023.

Goal # 3: Mobilize the community for violence prevention, having at least 30 entities and 100 individuals collectively [and consistently] impact shared obj



5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

Goal #1 KPI: Number of individuals connected to resources through strategic engagement and outreach initiatives.

Goal #2 KPI: Number of youth and families provided with therapy through the TRC initiative.

Goal #3 KPI: Number of individuals and organizations responding to identified objectives for violence prevention through community-based prevention work.

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

NA

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

Our entire budget is geared towards equity.

9. Office of Equity Notes and Recommendations:

The Office of Safe and Healthy Neighborhoods utilizes the Racial Equity Tool in the course of their work in historically marginalized communities. OSHN continues to be a key community partner for outreach to marginalized communities that seek these equitable outcomes. We recommend closer partnership with the Office of Equity and continued equity work. All efforts and their entire budget are dedicated to equity work.

10. This Equity Impact Statement was REVIEWED by: Monique Williams 5/4/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Keith Talley 5/4/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 5/4/2022  
Chief Equity Officer Date

# Louisville Metro Government Equity Impact Statement Fiscal Year 2022-2023

Pursuant to [LMCO 30.03](#) and Ordinance No. 19, Series 2021, all Metro agencies are required to complete an equity review for each departmental budget proposal, which provides the Metro Council with a holistic assessment of how equity is prioritized and addressed within department budgets. As a result, each department must develop an Equity Impact Statement every fiscal year. Please complete this form, include required signatures, and submit to the Office of Equity, no later than Friday, April 8<sup>th</sup>, 2022.

Name of Department: Youth Transitional Services

1. Has this department implemented and utilized any Racial Equity Assessment Tool developed by the Office of Equity, the Center for Health Equity, or any other equity tool to determine whether budget requests and annual allocations benefit or burden communities or any person or population that has historically suffered under and been impacted by discriminatory practices, policies, and procedures?  Yes  No  
If yes, please explain.

2. Has this department utilized information from any Racial Equity Assessment Toolkit or Racial Equity Impact Assessment Worksheet, or any other equity tool to advance equity and justice?  Yes  No  
If yes, briefly explain the projects.  
Youth Transitional Services operates using a racial equity lense. we consider racial equity when working with our youth. we also consider equity with daily operations such as hiring staff. we have been intentional about ensuring that we include females and minorities.

3. Department Vision Statement. The Equity Vision Statement is an inspirational statement of the department’s idealistic future for equity meant to inform others on what the department believes, how it will behave, and what types of decisions it will make in the future. What is the published vision statement for this department?

Was there a change in the department’s Equity Vision Statement?  Yes  No

FY22 vision statement: Youth Transitional Services is dedicated to ensuring equitable treatment of juveniles who may be served by our facility, while creating an environment that is inclusive of all people while remaining committed to furthering racial equity in our community.

4. The Department Equity Goals. These are the conditions aimed to achieve in the community and within Louisville Metro Government to attain the outcome of the established Equity Vision (e.g., to train, serve, distribute). Please list the equity goals for this department for Fiscal Year 2022-2023 using the SMART Framework, the tool used to plan and achieve goals using the following elements- Specific, Measurable, Achievable, Relevant, and Time-based. Each element of the SMART Framework works together to create a goal that is carefully planned, clear, and trackable.

Was there a change in the department’s Equity Goals?  Yes  No

Goal #1: Performing and hosting quarterly training to examine the impact of race on youth in Jefferson County.

Goal #2: Youth Transitional Services will utilize the Racial Equity Tool to determine the impact of any new projects and/or initiatives.

Goal #2 is an addition to FY23

5. Key Performance Indicators (KPIs) are a set of quantifiable measurements used to gage overall long-term performance. Key Performance Indicators are the critical indicators of progress toward an intended result and include points of measurements, such as input, output, activity, mechanisms, control, and/or time. Please list Key Performance Indicators related to your department goals:

Was there a change in the department's Key Performance Indicators?  Yes  No

Goal #1 KPI: To conduct a minimum of at least three (3) training seminars for department staff on how our services impact race and /with youth.

Goal #2 KPI: measure the number of new projects and/or initiatives that have the Racial Equity Toolkit analysis.

Goal #2 KPI was added in FY23

6. Has the department's ability or inability to achieve the Equity Goals and/or perform according to the Equity Vision State or meet Equity Goals been noted in the subsequent proposed budget?  Yes  No

7. Were the Equity Goals from Fiscal Year 2021-2022 Accomplished?  Yes  No

Please list the stated equity goals for this department that were not accomplished.

Goal #1 was met, the department completed the quarterly training.

8. Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

N/A

9. Office of Equity Notes and Recommendations:

Although the services of the department were severely hampered by COVID-19, it does utilize an equity lens in the day to day operations and decision-making of the department. We recommend that the department utilize the services of the Office of Office of Equity, Performance Improvement, or other agencies to assist in fine-tuning the Equity Vision Statement and Equity Goals of the department, along with expanding on the SMART Framework and KPI's.

10. This Equity Impact Statement was REVIEWED by: Endora L. Davis 5/3/2022  
Department Director Date

11. This Equity Impact Statement was APPROVED by: Matthew Golden 5/4/2022  
Agency Chief Date

12. This Equity Impact Statement was APPROVED by: Michael Meeks 5/4/2022  
Chief Equity Officer Date