RESOLUTION NO. 53, SERIES 2020

A RESOLUTION REQUIRING THE EXAMINATION OF LANDBANK POLICIES UTILIZING THE LOUISVILLE METRO GOVERNMENT'S RACIAL EQUITY TOOL - WORKSHEET.

WHEREAS, pursuant to KRS 65.355 (3), the Louisville and Jefferson County Landbank Authority, Inc. (the "Authority") was established to acquire the tax delinquent properties of the parties, properties that have become blighted or deteriorated as defined by KRS 99.705 and properties that have local government liens filed against them, to facilitate the public purpose of returning property that is in a non-revenue generating, non-tax producing status to effective utilization, including but not limited to providing housing, new industry, and jobs for the citizens of Jefferson County, Kentucky.

WHEREAS, a large number of vacant and abandoned properties are concentrated in neighborhoods in West Louisville.

WHEREAS, the Authority has approved policies related to vacant property acquisition and disposition to support the transformation of vacant and abandoned property into community assets for the benefit of the citizens of Louisville Metro.

WHEREAS, the Authority recognizes that policies may potentially and unintentionally be subject to institutional racism or bias that may lead to unintended consequences.

WHEREAS, the Authority desires to examine its current and future policies for institutional racism and bias to mitigate unintended consequences, and to help advance racial equity.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD MEMBERS OF THE LOUISVILLE AND JEFFERSON COUNTY LANDBANK AUTHORITY, INC.,

SECTION 1. That the Authority shall examine its current and future policies and procedures through a racial equity lens using Louisville Metro Government's Racial Equity Toolkit process which is attached hereto as Exhibit A.

SECTION 2. That the policies and procedures to be examined include – but are not limited to – vacant lot and vacant structure sales programs, agricultural policies, community engagement strategies, acquisition methods, contracting opportunities, and existing and potential partnerships. Over the next six (6) months, the Louisville Metro Office of Community Development ("OCD") staff shall initiate a Racial Equity Work Group to facilitate this process. The Work Group shall consist of community members, Louisville Metro Government staff, and representatives of the parties to the Authority who desire to participate.

During the review process, OCD staff shall present status updates and results from this examination to the Authority and the public at Landbank meetings on a monthly basis.

SECTION 3. That the Authority shall approve new policies or revisions to existing policies only after examination under the Racial Equity Toolkit process. The Racial Equity Tool - Worksheet shall be attached to each policy.

SECTION 4. That, should Louisville Metro Government's Racial Equity Toolkit process change, the Authority shall use the approved, revised version of this process or an alternative process with a similar goal.

SECTION 5. That this Resolution shall become effective upon its passage and approval.

APPROVED BY: _____ **DATE APPROVED:** _____
          William P. Schreck
          Chairman and President
          Louisville and Jefferson County
          Landbank Authority, Inc.

APPROVED AS TO FORM:

_____

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Racial Equity Tool – Worksheet

Purpose:
In 2015, the Racial Equity tool was recommended from Louisville's Healing Possible Quorum (HPQ100) in order to end individual, institutional and structural racism. The tool is considered a national best practice to advance racial equity. Louisville Metro Government is committed to advancing racial equity and is using this tool to address institutional racism. The tool outlines a process that enables leadership, cross-functional teams, departments, and employees to review policies, initiatives, programs, budget issues, and other decisions which impact Louisville Metro operations with a racial equity lens. By analyzing changes or new ideas, this tool will help mitigate unintended consequences and help advance racial equity.

This tool is updated from the one proposed by HPQ100 in 2015 to simplify and reflect advances in equity best practice. This Instrument is based on the "Racial Equity Impact Assessment Guide" model developed Terry Keleher (2009) Applied Research Center (www.arc.org) as reproduced by Race Forward, The Center for Racial Justice Innovation, as well as the Racial Equity Toolkits developed by Seattle Race and Social Justice Initiative and the Government Alliance on Race and Equity.
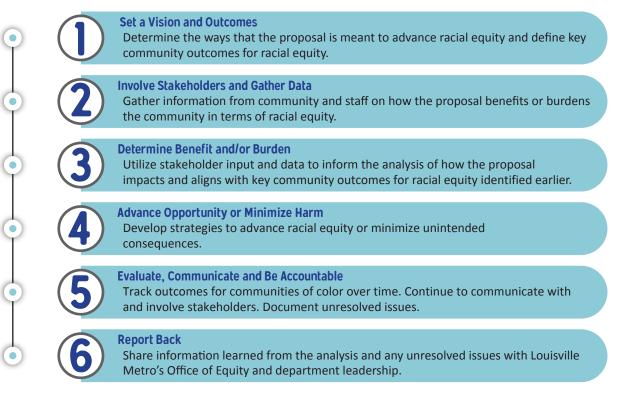
When to use:
Apply the tool as early as possible. Apply before decisions have been made, so that the tool can help shape proposals and mitigate any unintended consequences.

How it works:
Gather key stakeholders to begin the assessment, realizing that you will likely need to gather input from those outside the initial group as you go through the process. Make sure to be inclusive; the tool is meant to be completed by individuals with different racial perspectives. The tool can be iterative, meaning that as steps are completed, additional information may surface that necessitates revisiting previous steps.

There are six general steps in the tool. Questions are provided that help provoke thought and deeper analysis in each step.

1 **Set a Vision and Outcomes**
Determine the ways that the proposal is meant to advance racial equity and define key community outcomes for racial equity.

2 **Involve Stakeholders and Gather Data**
Gather information from community and staff on how the proposal benefits or burdens the community in terms of racial equity.

3 **Determine Benefit and/or Burden**
Utilize stakeholder input and data to inform the analysis of how the proposal impacts and aligns with key community outcomes for racial equity identified earlier.

4 **Advance Opportunity or Minimize Harm**
Develop strategies to advance racial equity or minimize unintended consequences.

5 **Evaluate, Communicate and Be Accountable**
Track outcomes for communities of color over time. Continue to communicate with and involve stakeholders. Document unresolved issues.

6 **Report Back**
Share information learned from the analysis and any unresolved issues with Louisville Metro's Office of Equity and department leadership.

Racial Equity Tool – Worksheet

Proposal Title: _____

Department: _____

Point of Contact: _____

Description:

Type of Proposal:

☐ **Policy** – Policies are a set of principles, rules or guidelines. A policy can be department or enterprise level. It also includes any changes to local ordinance, state regulations and statutes.

☐ **Initiative/Project** – Initiatives and projects are defined by having a set end point. They either result in the creation of something new (such as a new building or awareness campaign) or are intended to change an existing process or program (such as changes to daily operations).

☐ **Program** – Programs are ongoing, related activities intended to create a long-term impact.

☐ **Budget issue** – Budget issues are any potential changes to the budget, whether expansions or reductions.

Step 1: Set a Vision and Outcomes

• Here you imagine how the proposal you are reviewing would advance racial equity. It is important to vision what you would like to see happen as it might lead to the realization that the proposal you are examining is not helping you to achieve these outcomes, or that there are other solutions that might be a better fit. This stage makes it more explicit how the proposal is having an impact on racial equity. You also set measures that will let you know if the outcomes you are interested in are achieved.

Key questions:

Describe your vision for how the proposal being examined will impact racial equity:

What are the most important racial equity outcomes you are hoping to see as a result of this proposal?

What external equity area(s) will the proposal primarily impact?

☐ Income & Employment

☐ Housing

☐ Environmental Quality

☐ Education

☐ Transportation

☐ Health & Wellness

☐ Parks & Physical Activity

☐ Community Safety

☐ Criminal Justice

What internal opportunity area(s) will the proposal primarily impact?

☐ Contracting Equity

☐ Workforce Equity

☐ Community engagement

☐ Other: _____

Step 2: Involve Stakeholders and Gather Data

• Stakeholders are those who are impacted by or interested in the proposal you are examining. It is important to gather stakeholder input and recommendations, as others may have additional perspectives on how the proposal will benefit or burden various communities. Examples include residents, frontline staff, community organizations, and more.

• Gather data from existing sources such as the US Census Bureau, your department data, etc. and, if need be, gather new data through surveys or focus groups. This data should also help determine the benefits and burdens on communities through a racial equity lens.

Key questions:

Does the proposal prioritize specific neighborhoods or geographic areas?

☐ **No** – It applies broadly to all of Jefferson County

☐ **Yes** – Our proposal will impact the following zip codes or neighborhoods: _____

What are the demographics of those living in the area or impacted by the proposal? Consider race, income-level, disability, gender, and more.

How have you gathered community member and other stakeholder input on the impact of the proposal? *How have you involved stakeholders in the development of the proposal? Have those who have been most adversely impacted by the inequity been informed, meaningfully involved, and authentically represented? Who is missing, and how can they be engaged? What staff research have you relied upon?*

What factors may be producing and perpetuating racial inequities associated with this proposal?
What quantitative and qualitative evidence of inequity exists? What is the historical context of these inequities? What evidence is missing or needed? Are the inequities expanding or narrowing? Does the proposal address the root causes of inequities? If not, how could it?

Will this proposal reinforce inequitable patterns of advantage or disadvantage?
Consider racial equity using an intersectional lens to examine class, disability, gender, etc. Are there patterns of who benefits/profits from this proposal? Do those patterns reinforce patterns of inequity?

Step 3: Determine Benefit and/or Burden

- Analyze the input and data gathered in step 2 to determine how the proposal being examined will either benefit or burden communities. Think through how the proposal will advance or hinder the racial equity vision identified in step 1.

Key questions:

What adverse impacts or unintended consequences could result from this proposal? What positive impacts on equity and inclusion, if any, could result from this proposal?
Consider racial equity using an intersectional lens. Which racial/ethnic groups could be positively or negatively affected? How will the proposal increase or decrease racial equity? Are the impacts aligned with community outcomes defined in step 1?

Are the solutions being proposed transactional or transformational? If transactional, what are the ways this opportunity is being leveraged towards transformational work?

Step 4: Advance Opportunity or Minimize Harm

- Based on the potential consequences identified in step 3, review how negative consequences could be minimized, and positive consequences could be increased.

How will you address the impacts (positive, negative, unintended) on racial equity?
Are there better ways to reduce racial disparities and advance racial equity? If there are negative impacts, what changes should occur to ensure positive impacts on racial equity? If there are negative impacts and no changes can be made, what is the rationale for continuing the proposal?

What strategies address immediate impacts? What strategies address root causes and inequitable power dynamics identified in step 2? How will you partner with stakeholders to create long-term change?

Step 5: Evaluate, Communicate and Be Accountable

- This step helps track your proposal over time and examine the impacts. Review the metrics defined in step 1 to ensure they are how you will evaluate your proposal.

Key questions:

What are the success indicators and progress benchmarks?
How will impacts be documented and evaluated? How will ongoing stakeholder engagement be assessed?

What are the plans to ensure ongoing data collection, public reporting, stakeholder participation and public accountability?

Step 6: Report Back

- Share information learned from the analysis and any unresolved issues with Louisville Metro's Office of Equity and department leadership. Report back on continued data collection and stakeholder engagement progress.