



## Memorandum

**Date:** 6/20/2023

**Meeting of:** Committee of the Whole - Public Safety and Human Services

**File No.** CM 23-316

**Type:** Committee Memo

**TO:** Committee of the Whole - Public Safety and Human Services

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

Executive	Malisa Files, Chief Operating Officer	425-556-2166
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**DEPARTMENT STAFF:**

Executive	Jan Harrison	DEI Program Advisor
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**TITLE:**

DEI Internal Assessment Overview

**OVERVIEW STATEMENT:**

Per council's request on May 16, 2023, this report contains an informational update on the 2022 DEI Internal Assessment.

☒ **Additional Background Information/Description of Proposal Attached**

**REQUESTED ACTION:**

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
Community Strategic Plan
- **Required:**  
N/A
- **Council Request:**  
Council requested update on DEI Internal Assessment conducted by Chanin Kelly-Rae Consulting LLC.
- **Other Key Facts:**  
N/A

**OUTCOMES:**

At the May 16, 2023, Public Safety and Human Services Committee of the Whole, Council requested an overview of the internal assessment presented to Council at the Study Session on January 11, 2022. Attachment A contains the presentation used by the consultant that evening which focused on City of Redmond high level strengths, growth opportunities, early recommendations, and next steps. Staff has been using this information to inform the DEI 5-year

strategic plan.

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**  
N/A
- **Outreach Methods and Results:**  
N/A
- **Feedback Summary:**  
N/A

**BUDGET IMPACT:**

**Total Cost:**  
N/A

**Approved in current biennial budget:** ☒ Yes ☐ No ☐ N/A

**Budget Offer Number:**  
0000024

**Budget Priority:**  
Strategic and Responsive

**Other budget impacts or additional costs:** ☐ Yes ☐ No ☒ N/A  
**If yes, explain:**  
N/A

**Funding source(s):**  
General Fund

**Budget/Funding Constraints:**  
N/A

☐ **Additional budget details attached**

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
5/16/2023	Committee of the Whole - Public Safety and Human Services	N/A

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
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N/A	None proposed at this time	N/A
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**Time Constraints:**

N/A

**ANTICIPATED RESULT IF NOT APPROVED:**

N/A

**ATTACHMENTS:**

Attachment A: DEI Employee Survey Summary