

**City of Olympia
Committee on Diversity and Equity
2018 Work Plan**

Work Plan Item	Description	Schedule
Attendance at community partner meetings	Attend community partner meetings to collaborate on training, events, and opportunities for partnerships.	1st – 4 th Quarter
Review of City policies and ordinances	Review of City policies and ordinances to ensure non-discrimination language is clear and complete. Suggest changes to City Manager or City Council as appropriate.	On-going
Human Rights Commission Municipal Equality Index	Review and complete the Human Rights Commission Municipal Equality Index for 2018.	2 nd – 3 rd Quarter
Coordinate with human rights committees at local colleges/universities	Reach out to the Evergreen State College and South Puget Sound Community College to collaborate and explore partnership opportunities.	1 st – 4 th Quarter
Performance Metrics	Discuss possible performance metrics for the committee's work.	1 st - 2 nd Quarter
Community Connections	Discuss and determine other community groups/organizations to connect with. Continue outreach/partnerships with current partner groups.	1 st – 4 th Quarter
Doughnuts & Diversity Series	* 1 st Quarter – Develop Topics List/Schedule * 2 nd -4 th Quarters – Host	1 st – 4 th Quarter
Community Movie Event	Scope and deliver a community movie * 2 nd Quarter – Scope * 3 rd -4 th Quarter – Plan and Implement	2 nd – 4 th Quarter
Develop Literature/Handouts for Ambassadors	* 2 nd Quarter – Scope * 3 rd Quarter/4 th Quarter – Design and Produce	2 nd – 4 th Quarter
Diversity Moments	Email Diversity Moments Monthly/Quarterly	1st – 4 th Quarter