

EQUITY AND COMMUNITY DEVELOPMENT

Committee Minutes

Chattanooga City Council

October 25, 2022

Call to Order

Council Vice Chair Raquetta Dotley, Committee Chair, called the meeting to order at 3:46 p.m. in the Council Assembly Room of the John P. Franklin Sr. City Council Building. A quorum was present that also included Council Chairman Darrin Ledford and Council members Chip Henderson, Jenny Hill, Isiah Hester, Carol Berz, Ken Smith, Marvene Noel, and Demetrus Coonrod. Others present were Phil Noblett, Special Council to City Attorney, and Kyana Grady, Council Administrative Assistant.

Others in Attendance

Community Development: Tony Sammons (Administrator), Chris Brown (Director of Community Centers), and Ty Armour (Director of Community Centers); Office of Equity & Community Engagement: Tamara Steward (Chief Equity Officer); Office of Family Empowerment: Rachel Howard (Director).

Approval of Minutes

On motion of Chairman Ledford and seconded by Councilman Hester, the minutes of the last meeting (August 9, 2022) meeting were approved as published.

Office of Equity Update

Vice Chair Dotley opened the floor to a presentation from Ms. Steward, which included a slide presentation covering the following topics:

- Mission
 - Introduction to the New Department
- Engagement Team
 - Team Recognition
 - Vacancies
- Office of Multicultural Affairs Functions
 - Absorption
 - Accomplishments and Key Goals
- Office of New Americans
 - Team Recognition
 - Collaboration Acknowledgments
 - Migrant Bus Response
 - Accomplishments
 - Future Goals
- Supplier Diversity
 - Accomplishments and Key Goals
- Supplier Diversity Data FY22
 - Total Spend of Minority Owned Businesses
 - Total City Spend
 - Total Spend of Minority Owned Small Businesses
 - FY23 Minority Owned Spend Goal
- Community Engagement Accomplishments and Key Goals
- Current Department Priorities

Ms. Steward concluded by answering questions on the following:

- Data for the Mayor’s Council for Women (Berz)
- City Spend Inquiry (Hill)
- Obtainable, More Aggressive Spend Goals (Hill)
- Other Programs/Departments to Collaborate and Address (Hill)

Community Center Updates

Mr. Sammons opened the Department of Community Development presentation, divided into three sections, with a brief introduction. He then passed the floor to Mr. Brown and Mr. Armour, who gave the following updates on the Community Centers:

- Core Accomplishments
 - Operations
 - Senior Pilot Programs
- East Lake Community Center Renovations
- Community Center Renovations
- Community Center Signage Changes

Mr. Sammons gave the following updates on the Community Advisory Committees:

- CAC Handbook Development
- Committee Preparation
- Identifying Youth and Senior Members within the Community Centers
- Assistant Director of Recreation, Gary Rudolph Recognition
- Introduction of Don Walker, Deputy Administrator

Ms. Howard began the final segment of the presentation with updates on the Office of Family Empowerment. She covered information on the following:

- Transitions, Staffing, and Development
 - Filling vacancies
 - In-service week
- Households served during Quarter 1 (July 1 – Sept. 30)
 - LIHEAP
 - CSBG/Family Support
- LIHEAP Kickoff
- OFE Advisory Board
- EMPACT Program Wrap-Up

On completion of the three-part presentation, Mr. Sammons and the directors responded to the following questions and comments:

- Success Stories (Hill)
- Accessibility of Services in Community Centers (Coonrod)
- Online Access (Coonrod)
- Applauding Senior Pilot Program (Coonrod)
- Eastgate Senior Center and Pilot Program Association (Hester)
- Welcome to Mr. Rudolph and Mr. Walker (Ledford)

Adjournment

There being no further business, Vice Chair Dotley adjourned the meeting at 4:46 p.m.

Attachments:
Community Development Presentation
Equity & Community Engagement Presentation



Equity and Community Engagement

October 2022 Update by Tamara Steward



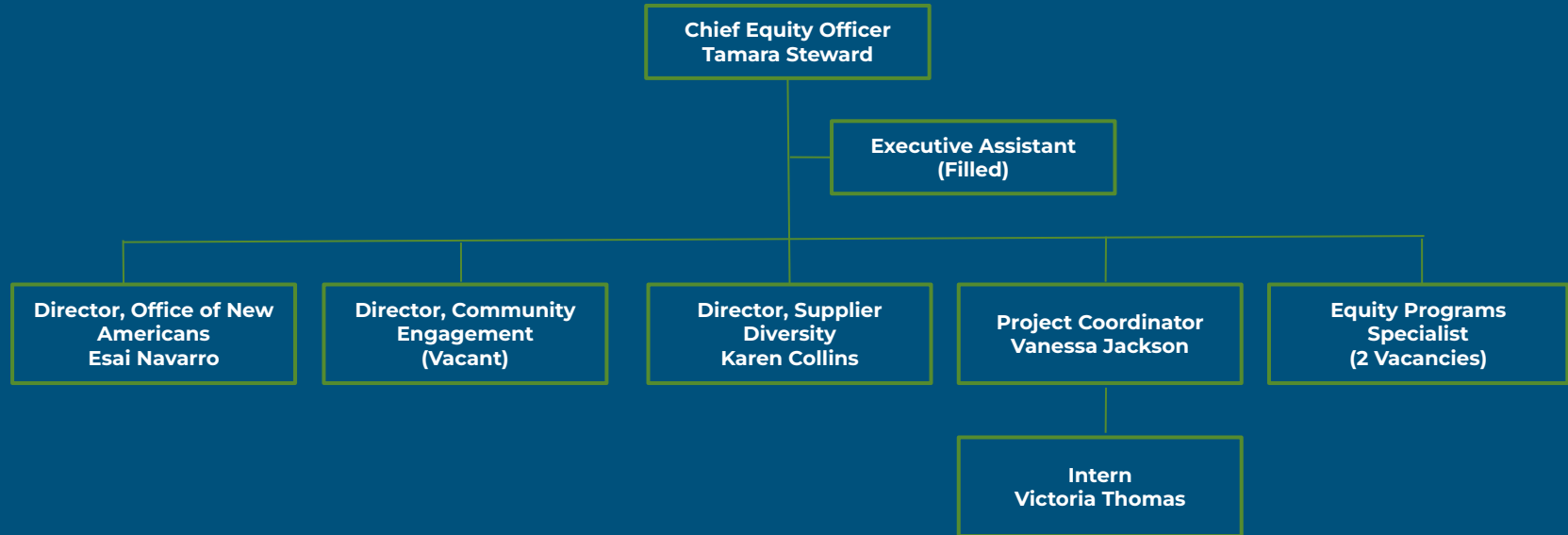
Equity & Community Engagement Mission

To be a catalyst in the City and the community, promoting equity, diversity, inclusion and justice through education, outreach and advocacy.

To operationalize the equity framework across City operations.

To expand opportunities for small, women and diverse businesses to do business with and throughout the City of Chattanooga.

Equity & Community Engagement Team





Office of Multicultural Affairs Functions

Absorbed into
Department of Equity and
Community Engagement

Accomplishments:

- ✓ Reconvened Summer Intern Program
- ✓ Hosted Japanese Tea Ceremony for Community

Key Goals:

1. Enhance ECE Intern program
2. Partner to host and promote cultural events
3. Create an ECE Advisory Board



Office of New Americans

Launched in Aug. 2022

Accomplishments:

- ✓ Hired Director and opened office
- ✓ Migrant Bus Response
- ✓ Hosted Hispanic/Latino Multi-faith Leaders

Key Goals:

1. Develop Special Immigration Juvenile Pipeline to Employment and Citizenship
 2. Collaborate with CPD on internal and community training efforts to prevent crimes and support victims
 3. Establish multi-partner data plan to improve data collection efforts for immigrant and refugee community
-

Supplier Diversity



Accomplishments:

- ✓ Streamlined certification renewal process
- ✓ Increased participation in Minority Business Roundtables

Key Goals:

1. Registering Minority Women Owned Business Enterprise (MWOBE) businesses
 - a. Increasing participation
 - b. Improving utilization of classification
 2. Developing and updating policy and standard operating procedures to expand opportunities for MWOBE
 3. Developing with partners an ecosystem of support for MWOBEs to scale and thrive
-



Supplier Diversity Data FY22

Total City Spend: \$371,164,544.35

Total Spend Small and Minority Owned: \$16,079,998.40

Total Spend Minority Owned Businesses: \$10,963,703.18

Minority Owned Spend Percent of Total: 3.0%

FY23 Minority Owned Spend Goal: 3.5%

Community Engagement

Accomplishments:

- ✓ Held Community Engagement Strategy Session to align internal departments
- ✓ Supported multiple community engagement efforts

Key Goals:

1. Hire Director of Community Engagement
 2. Develop comprehensive community engagement strategy
 3. Develop metrics to track progress and measure performance to ensure equitable approach
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Current Department Priorities

- Fully Staff Department
- Inform policy
- Provide diversity, equity and inclusion training for all City employees
- Develop Equity Framework for internal operations
- Enhance and develop City metrics with an emphasis on equity



QUESTIONS?

City Council Update

Department of Community Development



Community Centers

Core Accomplishments

- **Operations**

- **First “In-Service” Training**
 - Our Policies & Procedures
 - Programming for the Future
 - Customer Service
- **RecTrac Implementation**
- **Filling Vacancies & Staff Training (14)**
 - 3 Custodians
 - 2 Comm. Cntr Managers
 - 5 Comm. Cntr Specialist
 - 4 Front Desk Clerks

- **Senior Pilot Program**

- ***Locations:***
 - Frances B. Wyatt
 - South Chattanooga
 - Glenwood
 - Hixson
 - John A. Patten****
- ***The Data:***
 - Over 3300 participating seniors
- ***Next Steps:***
 - Surveys
 - Expanded Programming & Training
 - Program & Site Enhancements
 - Expansion of Health Offerings

Community Centers

East Lake Community Center Renovations

- Paving and sidewalk work is in the final stages of completion. Landscaping installation of trees are done.
- Major construction is complete throughout the facility. Gym floor installation is completed, in the process of laying lines and graphics.
- We are expecting the first batch of furniture around thanksgiving and the final shipments in January.
- Technology Services is working on cabling and camera installation.
- Certificate of occupancy in mid - December with a projected opening date of mid January 2023



Community Centers

Community Center Renovations

John A. Patten



HVAC & Flooring Updates

**North
Chattanooga**



Flooring Updates

**Eastgate
Senior Center**



Community Centers

Community Centers Signage Changes

Chris L. Ramsey Sr. Community Center



Community Advisory Committees

-
- Generated the CAC Handbook
 - Training & Bylaws
 - Several committees ready to stand up (As soon as they are submitted to city council for approval)
 - Working with community center staff to identify Youth and Seniors members

One Chattanooga Community Advisory Committees

Become a voice in your community to “get things done” and to make a difference.

The [City of Chattanooga](#) seeks strong community leaders to serve on resident-driven Advisory Committees in local communities.

Office of Family Empowerment

- Transition, Staffing & Development
 - Filling Vacancies & Staff Training
 - In-Service Week September 26-30
- Households served Q1 (July 1 - Sept 30)
 - LIHEAP - 637 / \$453,600.00
 - CSBG/Family Support - 69 / \$120,518.85
- LIHEAP kickoff - gave out over 1,200 applications in the first week of the program
- LIHWAP launch
- OFE Advisory Board

- EMPACT Program Wrap-Up



Any questions?

Neighborhood Services

- Transition, Staffing & Development
- Re-engaging “In-Person” Meetings/Activities with Neighborhood Associations
- Revamped Neighborhood Roundtable Series
- Neighborhood Walk and Talk.
- Neighborhood University

Collaborations

- Blight Reduction Educational Programs with Codes Enforcement Team
- Scenic Cities Beautiful for Neighborhood Cleanup
- Chattanooga Police Department with Neighborhood Safety Initiatives
- Chattanooga Fire Department with Home Safety Awareness Programs

Department of Community Development

- Administration & Finance
- Code Enforcement
- Community Centers
- Neighborhood Services
- Office of Family Empowerment

Meet Our Leadership Team

- Vacant - Deputy Administrator
- Donna Casteel - Chief Code Enforcement Officer
- Ty Armour - Community Center Director
- Chris Brown - Community Center Director
- Lisa Thompson - Neighborhood Services Manager
- Rachel Howard - Director of the Office of Family Empowerment
- Carol Hunter - Director of Operations & Performance
- Stacy Johnson - Finance Manager

Code Enforcement

- **Transition, Staffing & Development**
 - Filling Vacancies & Staff Training
- **Violations - 8,944**
- **Complaints brought into compliance - 8,521**
- **Properties Demolished -21**
 - 17 completed by the City
 - 4 by property owner
- **Providing Education to our citizens**
 - Systematic Inspections
 - Notice of Violation Tags
 - Informational Brochures
 - Courtesy Notes
 - Attending Neighborhood Association Meetings
- **Preserving Neighborhoods**
 - Systematic Inspections
 - Boarded Structures Project
 - Dangerous Properties
 - Derelict Commercial Properties
 - Criminal Prosecution for Illegal Dumping
 - Faster Abatements