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 8th, 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? _X_ 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 _X_ 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 _X_ 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 _X_ No

(Revised 03/22)

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 _X_ 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? _X_ Yes__ No

7.   Were the Equity Goals from Fiscal Year 2021-2022 Accomplished? __ Yes __ No _ Partially _X_ 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.
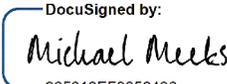
8.   Please include the specific dollar amounts from the budget as a measure of expenses, savings, and revenue generated.

(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:

DocuSigned by:
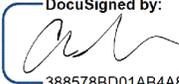
388578BD01AB4A8...

4/21/2022

Department Director   Date

11. This Equity Impact Statement was APPROVED by:

DocuSigned by:

Grace Simrall
546F9BE2DB794ED...

4/21/2022

Agency Chief   Date

12. This Equity Impact Statement was APPROVED by:

DocuSigned by:

Michael Meeks
965019EF3856436...

4/27/2022

Chief Equity Officer   Date

(Revised 03/22)