

## OEO 2020 STRATEGIC PLAN

### One Vision:

**Leading the way as a diverse model agency for all citizens, employees and visitors to the City of Gainesville.**

### One Mission:

**To ensure diversity, equal opportunity, equality and equity in contracting, employment, services, programs and activities.**

### One Goal:

**Continuous enhancement of diversity, equal opportunity, equality and equity in the City of Gainesville.**

#### Diversity

- Propose transformational policies, procedures and practices impacting diversity and equal opportunity for both General Government and Gainesville Regional Utilities
- Focus on ADA compliance and create administrative guidelines for the entire organization
- Establish “Diversity Champions” and an ADA contact for each charter officer and targeted departments

#### Innovation & Technology

- Create a bi-monthly “Virtual Coffee with the Community” conversation via Facebook and a bi-monthly “Twitter Townhall” to engage citizens and stakeholders on diversity and equal opportunity initiatives
- Plan “Close-Up with the Director” quarterly conversations with employees, department heads and managers

- Explore diversity compliance tools to automate current paper intensive processes and report real-time updates, while providing better service to our citizens

## **V**isionary & Futuristic Outlook

- Explore local workforce initiatives aimed at increasing contracting opportunities in the local community and targeted zip codes
- Discover and implement a forward-thinking economic sustainability initiatives aimed at creating local jobs, reducing barriers for businesses, and building income, wealth and assets in the local community
- Maintain industry resources and propose new strategies leading the way as the City serves as a model for other agencies

## **E**quality & Equity

- Continuously ensure the City's programs, services, buildings and activities are accessible to all citizens and visitors via self-evaluations and random audits
- Review all job descriptions, hires, transfers, demotions, promotions, and terminations for compliance with equal opportunity laws, policies, procedures, and related guidelines
- Monitor voluntary affirmative action targets and provide on-going support to hiring managers and departments

## **R**eturn on Investment & Measuring What Matters

- Monitor internal OEO performance metrics and provide cost savings and cost avoidances to the public
- Create an internal Diversity Spending Report Card, by department, to assess and measure the progress of overall expenditures with small, minority, women and veteran businesses
- Promote quarterly spending plans by General Government and Gainesville Regional Utilities to business owners, community leaders and other stakeholders increasing the vendor pool and number of respondents on contracting opportunities

## **S**trategic Alliances & Community Engagement

- Develop strategic partnership agreements (MOUs) with quantitative metrics and partner with local community organizations and civic groups to maximize resources and eliminate duplicative efforts
- Regularly meet with community leaders, citizens, business owners and other stakeholders
- Communicate with charter officers and department heads to maximize buy-in for diversity and equal opportunity initiatives

## **I**nvestigations

- Enforce and timely resolve internal and external complaints of discrimination, harassment and retaliation
- Continuously seek new methods for ease of filing formal and informal complaints
- Serve as a neutral fact-finder in reviewing information from complainants and respondents along with highlighting available resources for all parties

## **T**rainning & Business Development

- Facilitate annual discrimination, harassment and diversity awareness training for all employees, provide targeted departmental training upon request and identify other proactive measures as additional tools for supervisors and managers
- Increase the number of certified businesses with the City by 10% and increase the number of small business and technical assistance workshops targeting each commission district and “hot topics” in the industry
- Create a “Resources Guide” for business owners registered and certified with the City of Gainesville

## **Y**ear-round Compliance & Support

- Conduct periodic audits ensuring required policies and notices are displayed in buildings within General Government and Gainesville Regional Utilities
- Plan quarterly site visits to departments providing resources and support on diversity and equal opportunity issues
- Verify and examine all diversity-related programs, services, and activities and issue reports on performance and outcomes