

Executive Order No. 146

TO: All Departments and Agencies Under the Mayor

FROM: Michael B. Hancock, Mayor

DATE: June 1, 2020

SUBJECT: Mayor's Office of Social Equity and Innovation

PURPOSE: This Executive Order creates the Mayor's Office of Social Equity and Innovation (the "SEI Office") and establishes it to develop and implement the policies, programs, regulations, and initiatives of the City and County of Denver ("City") related to social equity and race and social justice. The SEI Office shall lead efforts to eliminate social inequity and race and social injustices by evaluating institutional and structural government systems, policies, and practices. The SEI Office shall lead efforts to promote social equity, fairness, and justice in systems and public policy that intersect with housing, business contracting for small, minority and women owned businesses, transportation, growth, development and sustainability, criminal justice, arts and culture, and education.

- 1.0 **Applicable Authority:** The applicable authority relevant to the provisions and requirements of This Executive Order No. 146, are found in Sections 2.2.1, 2.2.6, 2.2.8 and 2.2.10 of the Charter of the City and County of Denver, (Charter").
- 2.0 **Mission:** The SEI Office will oversee the City's commitment to social equity and race and social justice. The SEI Office's focus is to increase social equity and to minimize institutional, structural, and systemic racism in City government.
- 3.0 **Functional Cooperation with DEDO, DSBO, Technology Services, HRCP:** An additional function of the SEI Office is to cooperate with the Denver Economic Development and Opportunity, Division of Small Business Opportunities, Technology Services and the Agency for Human Rights and Community Partnerships in matters related to social equity policy and oversight.
- 4.0 **Chief Equity Officer:** The SEI Office shall be headed by a Chief Equity Officer appointed by and serving at the pleasure of the Mayor pursuant to the Mayor's authority under the Charter Section 9.1.1 (E)(iv).
- 5.0 **Responsibilities:** The SEI Office shall have oversight on matters of strategic planning, data collection and analysis, investment, content development, learning facilitation, community and stakeholder engagement, and policy development and implementation, all related to social equity, and race and social justice. The SEI Office shall direct and coordinate city and external stakeholders on matters concerning social equity and race and social justice by:
 - 5.1 **Developing, managing and updating a strategic plan for the SEI Office along the social equity, and race and social justice continuum, in coordination and alignment with partner and stakeholder strategic plans;**

- 5.2 Engaging with stakeholders including department and program leaders, employees, thought leaders, community members, subject matter experts, universities, and interested parties to define solutions to eradicate policies, or practices that undermine social equity, and race and social justice;
 - 5.3 Collecting, review and analyzing data to measure the strength of progress of stated goals concerning social equity, and race and social justice;
 - 5.4 Communicating efforts to neighborhoods, the public, media outlets, and all other interested stakeholders;
 - 5.5 Providing City agencies with equity tools and resources necessary to support the delivery of social equity, and race and social justice; and
 - 5.6 Aiding and assisting with the operationalization of social equity, and race and social justice initiatives.
- 6.0 City-wide priority: Mayoral appointees shall affirm their commitment to prioritize social equity and race and social justice by (1) signing a city-wide equity commitment; (2) developing a department and agency equity plan; (3) engaging in city-wide equity scans administered by the SEI Office; (4) participating in learning and development sessions concerning social equity, and race and social justice and by (5) ensuring support for city-wide equity teams.
- 6.1 Citywide Equity Scan: Each department and agency shall participate in city-wide equity scans to be administered by the SEI Office on a calendar basis determined by the SEI office.
 - 6.2 Equity Leadership Teams: Equity leadership teams shall include the Equity Leadership Team (“ELT”), the Equity Core Council (“ECC”), and Equity, Diversity and Inclusion (“EDI”) teams.
 - 6.2.1 The ELT includes the Office of the Mayor, each member of the SEI office, its learning and development specialists, and a Mayoral designated representative, at the discretion of the SEI Office. The ELT shall establish and implement a social equity work plan, framework, and evaluation system to monitor the city’s progress towards goals to eliminate inequity and race and social injustices in institutional and structural government systems, policies, and practices.
 - 6.2.2 The ECC is convened by the Chief Equity Officer and shall be comprised of representatives from city agencies and departments who are tasked to

collaborate with the ELT to inform equity strategies that will help city employees create equitable systems.

- 6.2.3 EDI teams shall be comprised of representatives from city agencies and departments who are selected by respective Executive Directors. EDI teams shall connect employees in the day-to-day work necessary to make the City and County of Denver a place where equity, diversity and inclusion are essential components in the way employees work together and engage and support the community.
- 6.3 Equity Plans: Each city department and agency shall develop an Equity Plan and include goals and strategies to eliminate inequity and race and social injustices in institutional and structural government systems, policies, and practices. The SEI Office shall provide requisite templates and tools that serve to aid in the development of Equity Plans.
- 6.4 Equity Implementation Tools: The SEI Office will produce and provide equity implementation tools and resources to aid departments in operationalizing and achieving goals concerning social equity, and race and social justice.
- 6.5 Equity Dashboard: The SEI Office shall maintain an Equity Dashboard, a reporting and accountability tool that will provide a visual representation of key performance indicators (KPIs) concerning the City's efforts towards social equity, and race and social justice. KPIs shall be measured against goals associated with a city-wide strategic equity plan. The Equity Dashboard will be used to track ongoing progress.
- 7.0 Ethical use of data and research: The SEI Office will assess the fair and ethical use of research and data use to prevent problematic data actions and bias.
- 8.0 Oversight: The SEI Office will be overseen by the Mayor's Chief of Staff or the Mayor's designated representative.
- 9.0 Duration: The Mayor's Office of Social Equity and Innovation will continue until the rescission of this Executive Order.
- 10.0 Cooperation: All City departments and agencies under the Mayor shall cooperate with the SEI Office in accomplishing the goals and responsibilities outlined in this Executive Order.
- 11.0 Memorandum Attachments: The procedures for implementing this Executive Order may be defined by Memorandum Attachments to the Executive Order, which shall become part of the Executive Order.

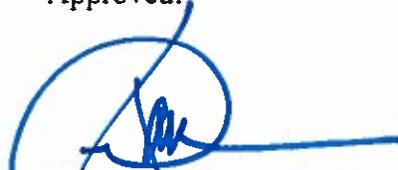
Executive Order No. 146

Approved for Legality:



Kristin M. Bronson
Attorney for the City and County

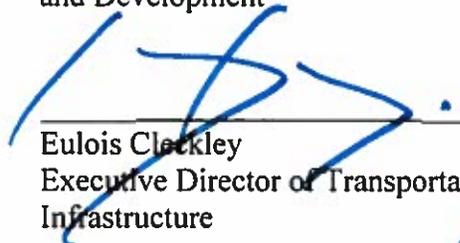
Approved:



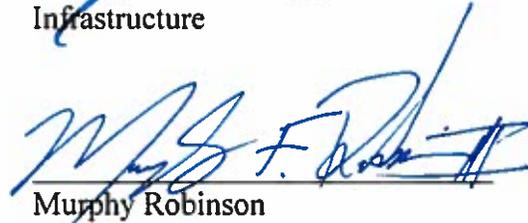
Michael B. Hancock
Mayor



Laura E. Aldrete
Executive Director of Community Planning
and Development



Eulois Cletkley
Executive Director of Transportation and
Infrastructure



Murphy Robinson
Executive Director of Safety



Kim Day
Executive Director of Aviation



Brendan J. Hanlon
Chief Financial Officer



Allegra "Happy" Haynes
Executive Director of Parks & Recreation



Don Mares
Executive Director of Human Services



Robert M. McDonald
Executive Director of Public Health and
Environment



Brandon Gainey
Interim Executive Director of General
Services