

**Work Plan for the Committee on Racial Equity**  
**Fiscal Year 2017-2018**  
**Draft – July 12, 2017**

This work plan for Metro’s Committee on Racial Equity (CORE) outlines the main tasks that the committee is charged with undertaking, and their anticipated timeline for start and completion, if applicable.

When the Metro Council created the CORE, the purpose of the committee was defined in the following terms:

- Providing input and advising on direction to Metro Council and staff for the successful implementation of the Strategic Plan to Advance Racial Equity, Diversity and Inclusion (Strategic Plan).
- Providing community oversight and opportunities for Metro to increase its accountability to the community in the implementation of the Strategic Plan.
- Providing an independent perspective to assess Metro’s progress in implementing the Strategic Plan.
- Assisting Metro Council and staff in communicating the agency’s progress in implementing the Strategic Plan.
- Assisting Metro staff in the creation and implementation of the Strategic Plan evaluation.
- Providing input, feedback and ideas to Metro Council and staff at times when significant changes to the Strategic Plan are contemplated or required.
- Making recommendations to, and communicating with, Metro Council about the subjects indicated above.

This work plan seeks to fulfill the purpose of the CORE by implementing the following activities:

**July 2017:**

Start of Activities	Deliverables	Anticipated completion date
Hold the CORE kick-off meeting	Meeting	July 27, 2017
Define the CORE’s internal culture, agreements and expectations	CORE by-laws	August 31, 2017
Provide opportunities for the CORE members to get to know each other and promote cohesion and effective team work	Opportunities during meetings	August 31, 2017

**August 2017:**

Start of Activities	Deliverables	Anticipated completion date
Increase knowledge of Metro’s programs and equity-related activities	Tour of Metro facilities	August 31, 2017
Agree on work plan for Fiscal Year 2017-2018	Final work plan	September 29, 2017
Define the CORE structure and meeting frequency needed to achieve the work plan	Final work plan	September 29, 2017

**September 2017:**

<b>Start of Activities</b>	<b>Deliverables</b>	<b>Anticipated completion date</b>
Participation in the Project Impact Evaluation Collaborative to Advance Equity	Racial equity impact evaluation model	September 2018

**October 2017 – June 2018**

<b>Start of Activities</b>	<b>Deliverables</b>	<b>Anticipated completion date</b>
Review implementation of Metro’s Strategic Plan to Advance Racial Equity, Diversity and Inclusion (Strategic Plan) and provide input to staff on implementation activities		Ongoing
Communicate the success and challenges in implementing the Strategic Plan to the community		Ongoing
Provide reports to Metro Council on the implementation of the Strategic Plan, at least annually	Reports to Metro Council	Ongoing
Review and provide input to the department-specific racial equity action plans for Parks + Nature, Planning & Development, Property & Environmental Services and the Oregon Zoo		January 2018
Participate actively in ongoing impact evaluation activities for the Strategic Plan		Ongoing