



# Race and Equity Task Force

Assignment Description

## At a Glance

### Assignment Status:

Active

### Site / Place:

City Hall /  
Administration

## Purpose

The purpose of the task force is to make recommendation on policies, practices and strategies for the City of Edina to identify and eliminate race-based disparities in Edina city government facilities, services and institutions.

## Qualifications/Desired Skills

1. Strong communication skills
2. Commitment to Task Force purpose
3. Ability to work with others

## Service Duties

Edina Race and Equity Task Force:

The purpose of the task force is to make recommendations on policies, practices and strategies to the Edina City Council which will reduce or eliminate race-based disparities in Edina city government facilities, services and institutions. The task force will be composed of nine members who are all appointed by the City Council. The City Manager will advise and assist the City Council with the selection of task force members.

The task force will be supported by three working groups reflecting the following subject areas: Facilities, Services and Institutional. The working groups will be accountable to the task force. Each working group will be composed of two members of the task force, five members appointed by the City Council and two members appointed by the City Manager. With the exception of the City Manager's appointments, all members of the working groups shall be Edina residents.

The City Council will name a chair and vice-chair for the task force and for the three working groups. The Council will also appoint a professional task force facilitator who will be recommended by the City Manager and the task force. The facilitator will be accountable to the City Manager. There will be no residency requirement for the facilitator.

The anticipated commitment level to be an active member of the task force is 180 hours in 2017.

Services Working Group:

The Services Working Group will focus on the City's public services, including such services as road and park maintenance, public safety services, building inspection services, and community health services.

The anticipated commitment level to be an active member of the task force is 90 hours in 2017.

Facilities Working Group:

The Facilities Working Group will focus on the City's public facilities, including such facilities as parks, trails, City Hall, liquor stores and other public buildings.

The anticipated commitment level to be an active member of the task force is



# Race and Equity Task Force (Continued)

Assignment Description

90 hours in 2017.

Institutional Working Group:

The Institutional Working Group will focus on the internal procedures and practices of city government, including such areas as advisory board and commission membership, employment practices, licensing practices and communications protocols.

The anticipated commitment level to be an active member of the task force is 90 hours in 2017.

## Additional Requirements / Information

Term: Ad Hoc Task Force

Minimum Age: 18 years of age

Residency: Limited to Edina residents

## Coordinators for this Assignment

- Lisa Schaefer

Email: [lschaefer@edinamn.gov](mailto:lschaefer@edinamn.gov)

Job title: Assistant City Manager

- Scott Neal

Email: [sneal@edinamn.gov](mailto:sneal@edinamn.gov)

Job title: City Manager

## At a Glance

**From:**

1/18/2016 to 3/6/2018

**Address and Contact Info:**

City Hall

Administration

4801 West 50th Street

Edina, MN 55424

[www.Edinamn.gov/Volunteer](http://www.Edinamn.gov/Volunteer)