

City of Seattle

## Racial Equity Toolkit (RET) Summary Sheet: Cover Sheet and Questions

*Please fill in below to identify the RET completed:*

**Department/Office:** Office of Sustainability & Environment

**Name of policy, program, etc. analyzed:** Moving The Needle Environmental Progress Report

**Names and titles of key staff that led this RET process:** Sara Wysocki, OSE Communications Manager, Sara Cubillos, Equity & Environment Planning Assistant, Rebecca Baker, Energy Benchmarking Program Manager, Pam Emerson, Green Stormwater Policy Advisor

**Dates of RET process:** 9/2016 – 12/2016

This Summary Sheet should be completed by those who worked on this RET with input from Change Team members and department leadership. Representatives from these different groups should review the final version so that there is consensus on content before it is shared with the Mayor's Office. Please fill out a separate Summary Sheet for each of the 4 required RETs that your department named in your director's Performance Plan with the Mayor.

For questions about using this Summary Sheet, please contact your OCR RSJI Liaison.

***Please respond to the following questions on a separate document (no more than two pages).  
Please include this page as the cover sheet along with your response.***

**1. List the racial equity outcome(s) that you set in Step 1 of the RET process. (Max 300 characters)**

1. Seattle ensures clean, healthy, resilient, and safe environments in the places where communities of color, immigrants, refugees, people with low-incomes, youth and limited-English proficient individuals live, learn, work, and play.
2. The environmental movement is led by and centered on the stories and experiences of communities of color, immigrants, refugees, people with low incomes, youth and limited English proficiency individuals. Environmental programs invest directly in these communities.
3. Communities of color, immigrants and refugees, people with low-incomes, youth and limited-English proficiency individuals have equitable access, accountability, and decision-making power in environmental policies, programs, and services.

**2. Which stakeholders (groups and/or key individuals) did you engage in this RET? In what ways did you engage them? (Max 600 characters)**

We used qualitative data and direct community report back/feedback information that had already been collected via the process used to develop the Equity and Environment Agenda to inform the addition of new environmental performance metrics – metrics that will help us understand how Seattle’s environmental progress is/is not centered on the experiences and priorities of people of color, people with low-incomes, linguistically isolated households, and Seattle’s foreign-born population.

We also used the specific feedback provided about the 2012 MTN report and community-generated information such as the report developed by Puget Sound Sage and Got Green – [Our People, Our Planet, Our Power](#).

Additional face-to-face outreach and engagement for this version of MTN has primarily focused on internal city staff at this point.

**3. Please describe up to five key benefits and/or burdens for people of color of this policy, program, project, or other decision, which the RET process helped you to identify or confirm. (Max 300 characters each)**

Benefits:

- Better information about environmental justice in their community
- Another tool to help people of color advocate for change
- City department staff and managers more focused on (and accountable for) community-identified environmental priorities

Burdens:

- The report may highlight a need for additional data collection by/within communities of color (to better characterize community priorities and experiences), and that work may not be sufficiently resourced.

**4. Please describe up to five key actions – things that you will do differently or begin to do now – of this policy, program, project, or other decision, which will increase opportunity and/or minimize harm for people of color. (Max 300 characters each)**

- OSE has opened substantive dialogues with program managers and policy experts in environmental programs across a wide range of City departments around centering the experiences and priorities of communities of color, low-income people, and foreign born Seattleites in environmental program, policy, and project work. This is a different way of doing business for us and will continue to inform our inter-departmental leadership on environmental priority setting and resource allocation.
- OSE will also make greater use of the RET planning tool in our inter-departmental work. We will partner with capital department colleagues to catalyze the use of the RET process as helpful way to interrupt and refocus ‘business as usual’ environmental planning.

**5. How will leadership ensure implementation of the actions described in question 4? (Max 800 characters)**

OSE leadership is very engaged in RSJ work and outcomes as well as being committed to transparency. All staff and managers integrate RSJ goals and outcomes into individual and programmatic workplans.

**6. How have/will you report back to your stakeholders? (This includes the people who were directly engaged in this RET process, those who will be affected by decisions made, and other departments or divisions impacted by the RET findings and the actions described in question 4.) (Max 800 characters)**

For internal (City) stakeholders, they will be engaged during the review and final editing of the report. We will use the MTN report released this year as the baseline in our engagement with the community in shaping the next version.

**7. What additional racial equity issues did this RET reveal? Consider how these unresolved issues present opportunities for structural transformation (i.e. working across departments, and with other institutions and sectors to achieve racial equity). (Max 800 characters)**

The City of Seattle does not collect enough race data. Additionally, while OSE uses a census derived breakdown to identify “Equity & Environment Focus Areas” it is not a data set that other departments use in their analysis. It would be good to come to citywide agreement on a data set or GIS layer that all departments would use in their RSJ work. It would make our data collection and reporting – not just for Moving the Needle – but for numerous other initiatives and departments more consistent and effective.