

MINUTES OF THE DIVERSITY EQUITY INCLUSION AND ACCESSIBILITY COMMITTEE MEETING OF THE PLEASURE DRIVEWAY AND PARK DISTRICT OF PEORIA, ILLINOIS, HELD TUESDAY, NOVEMBER 19, 2024 AT 10:00 AM AT THE PEORIA PARK DISTRICT BONNIE NOBLE CENTER FOR ADMINISTRATION AT 1125 W. LAKE AVENUE, PEORIA, IL

MEMBERS PRESENT: Vice President and Chair Alexander Sierra, Trustee and Vice Chair Timothy Bertschy, Executive Director Emily Cahill, Brooke Sommerville, and Jodi Scott

MEMBERS ABSENT: Sherry Carter-Allen, Pastor Marvin Hightower, and Devon Hawks

TRUSTEES PRESENT: Trustees Timothy Bertschy, Joyce Harant, and Vice President Alexander Sierra

STAFF PRESENT: Executive Director Emily Cahill, Brianna Cobb, Becky Fredrickson, Matt Freeman, David Gray, Chanel Hargrave-Murry, Scott Loftus, Melissa Sierra, Nicole Staley, Jenny Swanson, Katie Van Cleve, Attorney Kevin Day, and Alicia Woodworth

1. CALL TO ORDER

Vice President Sierra called the meeting to order at 10:04 am.

2. ROLL CALL

3. MOTION TO PERMIT COMMITTEE MEMBER TO ATTEND MEETING ELECTRONICALLY

No request to attend meeting electronically was received.

4. MINUTES

4.A. Approval of October 15, 2024 DEIA Committee Meeting Minutes

Jodi Scott moved to approved the DEIA Committee meeting minutes of October 15, 2024. Motion seconded by Vice President Sierra. Motion passed by unanimous Aye voice vote of members present.

5. PROCESS/POLICY UPDATES

Consensus is sought to submit to the Park District Board for first read and approval the verbiage changes and updates to the Policy Manual Introduction.

Brianna Cobb stated that to further cultivate an organization focused on D.E.I.A. tenants and belonging, staff has noted areas of revision and enhancement in our Peoria Park District Policy Manual. The initial area of revision is the Introduction section of the current version of our PPD Policy Manual. There are slight modifications to verbiage to make the Introduction and Mission more inclusive. An "Acknowledgment of Our Land's History" has been added to honor the Indigenous populations who originally stewarded this land, laying the foundation for the District's founders. There is a modification to the section once titled "Our Priorities" to now introduce the district-wide "Strategic Commitments," which encompasses priorities along with the commitments to Vibrancy, Environmental Sustainability, and Diversity, Equity, Inclusion, and Accessibility. Finally, the Welcoming Resolution is included at the close of the Introduction, reinforcing and emphasizing the Park District's commitment to serve and welcome all who live, work, play, and enjoy the District's offerings to the community.

Trustee Bertschy moved to approve the verbiage changes to the Policy Manual Introduction and submit to the Park District Board for first read at the November 20 Board meeting and approval at the December 11 Board meeting. Motion seconded by Jodi Scott and passed by unanimous Aye voice vote of members present.

6. NEW BUSINESS

6.A. Pillar One: Equitable Access to Parks, Facilities, and Programming

Melissa Sierra provided an overview of the Peoria PlayHouse Children's Museum Explorer Program, stating that the Explorer Program was developed out of the Museum's core value of equity. The District believes the PlayHouse is for all families regardless of income, abilities, or background. In an attempt to make the museum accessible to low income families, the District launched the Explorer Program in 2015 when the Peoria PlayHouse first opened. The Explorer Program has offered low-income families multiple ways to utilize the PlayHouse in the 9 years it has been open.

In partnership with the Museums for All initiative, the PlayHouse has offered a discounted admission rate of \$3 per person for a daily visit from 2015-2024. Families can qualify for reduced admission by showing proof of active WIC or LINK benefits to the PlayHouse front desk. The Peoria PlayHouse Children's Museum has always offered low-income families the opportunity to purchase a discounted PlayHouse Explorer Membership for their household. Families can purchase Explorer Memberships by showing the PlayHouse front desk proof of their active WIC or LINK benefits, or by enrolling in the Peoria Park District Scholarship Program.

In 2019 the Explorer Membership was added as a benefit for qualifying Peoria Park District Scholarship Program recipients. In-District Scholarship recipients could purchase an Explorer Membership for \$15. Households that lived outside of the Park District boundaries could still purchase an Explorer Membership at a rate of \$25. Providing all the required paperwork for the Peoria Park District Scholarship Program proved difficult for families visiting the PlayHouse with their children.

In 2022, it was made part of PlayHouse Standard Operating Procedure for Admissions & Retail Attendants to tell all PlayHouse Patrons about the Explorer Program discounted admission and membership options. Since then, there has been a significant increase in Explorer admissions and memberships.

In 2023 all Explorer memberships were moved to a rate of \$25 with no District boundary distinctions. Peoria families can still apply to the Peoria Park District Scholarship Program with all the required paperwork at the Noble Center, or they can show their active WIC or LINK status to the PlayHouse to qualify for the Explorer Membership.

6.B. Pillar Two: Focus on the PPD Workforce

Shalessa Pie presented the October 2024 Workforce Profile Report, stating that most seasonal hires will start to increase in February and decrease end of November. *Please see Attachment A.*

6.C. Pillar Three: Actively Promote and Encourage the Diversity, Equity, Inclusiveness and Accessibility of PPD-Funded Contractors and Suppliers

Tammy Johnson presented the 2024 Qualifying Construction Contracts Workforce Goals and Participation Goals Reports. *Please See Attachment B.* Trustee Bertschy stated that the Park District not only has a commitment to the minority community, but to the disabled community as well. As such, what efforts does the District make to attract disabled contractors to make sure they're getting an equitable share of the Park District's contracts? Tammy Johnson stated that on the construction side, Park District policies are narrowly tailored to minority and women owned companies. In reviewing paperwork from Peoria-area contractors, there is not a lot of disability-owned contractors. Trustee Bertschy requested that, moving forward, the Park District explore more opportunities that focus on procuring disabled-owned contractors and vendors

6.D. Pillar Four: Support Community Workforce Development

David Gray provided the 2024 Fall/Winter Intern Data Report. *Please see Attachment C.*

7. PENDING BUSINESS

None at this time.

8. OTHER BUSINESS

None at this time.

9. ACTION ITEMS REVIEW

1. Remove the word "pivotally" as discussed in item 5.A. "Acknowledgement of our Land's History"
2. Add to next year's agenda strategy, a conversation about the other DEIA vectors in procurement policy and construction bids.

10. NEXT MEETING

Tuesday, January 21, 2025 at 10:00 AM

11. ADJOURNMENT

At 11:33 am Trustee Bertschy made a motion to adjourn the meeting. Motion seconded by Executive Director Cahill and carried on unanimous voice vote of those present.

Respectfully Submitted by Alicia Woodworth
Executive Assistant and Board Secretary

ATTACHMENT A

October 2024 Workforce Stats

Total Staff	October 2024	Three Months Ago (July 2024)	Six Months Ago (April 2024)
White Female	275	337	271
White Male	302	348	315
Asian Female	6	9	9
Asian Male	2	4	6
Black Female	48	58	51
Black Male	71	84	69
Hispanic Female	14	19	12
Hispanic Male	18	17	19
American Indian/Alaskan Native Female	0	0	0
American Indian/Alaskan Native Male	0	2	1
Native Hawaii/Pacific Islander Female	0	0	1
Native Hawaii/Pacific Islander Male	1	1	1
Other Female	0	0	0
Other Male	0	0	0
Two or More Races Female	13	17	14
Two or More Races Male	9	11	12
Total	759	907	781
Total Minority	182	222	195
% Minority	23.98%	24.48%	24.97%

Full-Time Staff	October 2024	Three Months Ago (July 2024)	Six Months Ago (April 2024)
White Female	40	40	41
White Male	76	76	72
Asian Female	1	1	1
Asian Male	0	0	0
Black Female	7	7	8
Black Male	13	13	14
Hispanic Female	2	2	2
Hispanic Male	3	3	3
American Indian/Alaskan Native Female	0	0	0
American Indian/Alaskan Native Male	0	0	0
Native Hawaii/Pacific Islander Female	0	0	0
Native Hawaii/Pacific Islander Male	0	0	0
Other Female	0	0	0
Other Male	0	0	0
Two or More Races Female	1	2	2
Two or More Races Male	2	4	4
Total	145	148	147
Total Minority	29	32	34
% Minority	20.00%	21.62%	23.13%
Total Number of Leadership Positions**:	93		
Leadership positions filled by minority staffers	19		
Minority percentage of total leadership	20.43%		
Percentage of total minorities to serve in leadership roles	65.51%	(19/29)	

**Leaders: Asst. Managers/Crew Leaders - Managers or equivalent/Foremen - Supervisors or equivalent -Superintendents Directors

Turnover Stats for October 2024	Total	Full-Time	Part-Time
Voluntary Separations	7	2	5
Involuntary Separations	1	1	
Seasonal Layoff	9		9
	17	3	14

*Locations: Kellogg Golf Course (1), Lakeview Recreation Center (5), Noble Center (1), Owens Center (1), Peoria Zoo (1), RiverFront Park (1), RiverPlex (4), Various Locations (3)

ATTACHMENT B

2024 QUALIFYING CONSTRUCTION CONTRACTS - WORKFORCE GOALS*

Rev 11/12/2024

Per Peoria Park District Policy Section 5.00 Solicitation and Hiring for Qualifying Construction Contracts: Peoria Park District shall, as permitted by law, endeavor to ensure that a minimum of 20% of the total hours worked on any Qualifying Construction Contract are performed by Minority Persons and a minimum of 5% of the total hours worked are performed by Women (“Workforce Goals”).

“Qualifying Construction Contracts” means any or all construction projects with an estimated total base cost of \$50,000 or more.

Project	Contractor	Notice to Proceed Date	Project Complete (Y/N)	BID/QUOTE [ESTIMATED PROJECT HOURS]								PROJECT WORKFORCE HOURS							
				Total # Crew	# Minority	# Women	Total Hours	Minority Hours	% Minority	Female Hours	% Female	Total # Crew	# Minority	# Women	Total Hours	Minority Hours	% Minority	Female Hours	% Female
Morton Site Improvements	SF Pauli	09/07/23	Y	13	2	1	652	165	25%	12	2%	7	1	0	320	32	10%	0	0%
Logan Site Improvements	JIMAX	08/09/23	Y	5	3	1	302	180	60%	60	20%	14	5	1	452	134	30%	15	3%
GOP Site Work	ICCI	08/16/23	Y		2	2	398	40	10%	16	4%	19	2	2	494	69	14%	13	3%
HISRA Roof Coating	Kreiling	02/01/24	Y	4	1	0	586	147	25%	0	0%	7	2	0	465	139	30%	0	0%
Playhouse Roof	Kreiling	04/04/24	N	5	1	0	4,243	818	19%	0	0%	18	2	0	2,101	625	30%	0	0%
Riverplex Pool Heat Exch	Pipco	04/01/24	Y	1	0	0	120	0	0%	0	0%	3	0	0	96	0	0%	0	0%
Rock Island @ Chanutte	RA Cullinan	05/03/24	Y	18	6	2	258	84	33%	25	10%	15	4	2	126	38	30%	21	17%
Newman Irrigation Pump	Comm Irrigation	05/20/24	N	5	1	0	340	75	22%	0	0%								
Detweiller N Road Patching	RA Cullinan	05/15/24	Y	17	4	2	217	63	29%	20	9%	16	3	2	141	27	19%	19	13%
GVD Rip Rap Replacement	NE Finch	08/19/24	N	4	1	0	176	48	27%	0	0%								
District Wide Chip and Seal	RA Cullinan	05/03/24	Y	10	2	2	160	32	20%	27	17%	14	4	3	153	48	31%	27	17%
Zoo Spider Monkey Outdoor	Corners Limited	05/24/24	N	3	0	0	189	0	0%	0	0%								
Peoria Stadium Roadway	Hoerrs Blacktop	06/03/24	Y	9	1	2	176	56	32%	56	32%	10	1	2	117	12	10%	31	26%
Zoo Africa Nights Roof Coatings	Kreiling	09/09/24	N	6	1	0	436	100	23%	0	0%								
GOP Lagoon Concrete Path	Murillo	07/26/24	Y	5	5	0	592	592	100%	0	0%	4	4	1	608	608	100%	144	24%
GLC Renovation	Peoria Metro	08/13/24	N	97	19	8	15,254	2,399	16%	2,114	14%	31	3	1	1,763	155	9%	67	4%
Zoo Boardwalk Staining	Caliber Coatings	08/16/24	Y	3	1	0	430	86	20%	0	0%	3	1	0	322	99	31%	0	0%
Trewyn Exterior Painting	GivSCO	09/13/24	N	3	1	1	350	150	43%	100	29%								
Lakeview Splashpad	Aupperle	09/13/24	N	22	3	2	3,760	340	9%	200	5%								
FPNC Parking Lot Renovation	RA Cullinan	10/02/24	N	19	4	2	252	70	28%	21	8%								
GOP Inclusive Restroom	Geo H Rump	10/04/24	N	36	6	3	2,264	272	12%	196	9%								
GLC Irrigation Improvements	Tri-County Irrig	10/24/24	N	5	0	0	510	0	0%	0	0%								
Gwynn Path Replacement	Hoerrs Blacktop	11/01/24	N	8	1	1	308	78	25%	18	6%								
Detweiller Water Main	JC Dillon		N	4	1	1	648	89	14%	23	4%								
TOTAL				302	66	30	32,621	5,883	18%	2,888	9%	161	32	14	7,157	1,984	28%	336	5%
GOAL									20%		5%						20%		5%

*This report contains only those Qualifying Construction Contracts bid after the policy was enacted in March 2023 Projects bid/started in previous calendar year

2024 QUALIFYING CONSTRUCTION CONTRACTS - PARTICIPATION GOALS*

Rev 11/12/2024

Per Peoria Park District Policy Section 5.00 Solicitation and Hiring for Qualifying Construction Contracts: Peoria Park District shall, as permitted by law, endeavor to award not less than 20% of the total dollar amount of the Park District's Qualifying Construction Contracts to Minority-owned Businesses and not less than 5% of the total dollar amount of the Park District's Qualifying Construction Contracts to Women-owned Businesses ("Participation Goals").

"Qualifying Construction Contracts" means any or all construction projects with an estimated total base cost of \$50,000 or more.

Project	NOTIFICATIONS				BIDS RECEIVED			Contractor	DBE	Project Complete (Y/N)	BID/QUOTE [ESTIMATES]**					PROJECT PARTICIPATION					
	# Total	# MBE	# WBE	# Plan Rms	# Total	# MBE	# WBE				Total \$	\$ to Subs	\$ MBE (inc subs)	% MBE (inc subs)	\$ WBE (inc subs)	% WBE (inc subs)	Total \$ w/ COs	\$ to Subs	\$ MBE (inc subs)	% MBE (inc subs)	\$ WBE (inc subs)
Morton Site Improvements	21	4	2	4	5	1	0	SF Pauli	X	Y	\$ 142,696	\$ 66,700	47%	\$ 0	0%	\$ 149,832	\$ 73,715	\$ 64,215	43%	\$ 0	0%
Logan Site Improvements	24	3	4	5	2	0	0	JIMAX	X	Y	\$ 102,697	\$ 4,200	4%	\$ 0	0%	\$ 144,242	\$ 74,357	\$ 0	0%	\$ 0	0%
GOP Site Work	34	7	1	4	1	0	0	ICCI	X	Y	\$ 149,836	\$ 5,000	3%	\$ 5,200	3%	\$ 174,538	\$ 0	\$ 0	0%	\$ 0	0%
HISRA Roof Coating	17	1	1	4	1	0	1	Kreiling	WBE	Y	\$ 105,108	\$ 0	0%	\$ 105,108	100%	\$ 105,108	\$ 39,088	\$ 0	0%	\$ 105,108	100%
Playhouse Roof	16	1	3	5	3	0	1	Kreiling	WBE	N	\$ 827,723	\$ 44,400	0%	\$ 806,323	97%						
Riverplex Pool Heat Exch	14	2	0	5	3	0	0	Pipco	X	Y	\$ 72,900	\$ 37,000	0%	\$ 0	0%	\$ 72,900	\$ 38,511	\$ 0	0%	\$ 0	0%
Rock Island @ Chanute	4	0	0	4	2	0	0	RA Cullinan	X	Y	\$ 81,719	\$ 1,680	2%	\$ 1,680	2%	\$ 81,719	\$ 5,400	\$ 2,160	3%	\$ 3,240	4%
Newman Irrigation Pump	3	0	0	5	1	0	0	Com Irrigation	X	N	\$ 272,500	\$ 0	0%	\$ 0	0%						
Detweiller N Road Patching	4	0	1	4	2	0	0	RA Cullinan	X	Y	\$ 87,468	\$ 2,100	2%	\$ 2,100	2%	\$ 91,816	\$ 4,995	\$ 2,943	3%	\$ 2,052	2%
GVD Rip Rap Replacement	9	0	0	5	3	0	0	NE Finch	VOB	N	\$ 55,900	\$ 0	0%	\$ 0	0%						
District Wide Chip and Seal	5	0	1	5	1	0	0	RA Cullinan	X	Y	\$ 70,790	\$ 1,155	2%	\$ 1,155	2%	\$ 70,790	\$ 0	\$ 0	0%	\$ 0	0%
Zoo Spider Monkey Outdoor	19	2	2	5	2	0	1	Corners Limited	X	N	\$ 92,400	\$ 0	0%	\$ 0	0%						
Peoria Stadium Roadway	5	0	1	4	3	0	0	Hoerrs Blacktop	X	Y	\$ 72,150	\$ 0	0%	\$ 0	0%	\$ 72,150	\$ 0	\$ 0	0%	\$ 0	0%
Zoo Africa Nights Roof Coatings	17	1	2	5	2	0	1	Kreiling	WBE	N	\$ 88,000	\$ 0	0%	\$ 88,000	100%						
GOP Lagoon Concrete Path	23	8	1	4	6	1	1	Murillo	MBE	Y	\$ 148,650	\$ 0	100%	\$ 0	0%	\$ 178,800	\$ 0	\$ 178,800	100%	\$ 0	0%
GLC Renovation	223	82	103	5	4	0	1	Peoria Metro	WBE	N	\$ 4,466,300	\$ 3,089,423	8%	\$ 2,468,694	55%						
Zoo Boardwalk Staining	12	2	2	5	3	1	0	Caliber Coatings	VOB	Y	\$ 56,750	\$ 0	0%	\$ 0	0%	\$ 56,750	\$ 0	\$ 0	0%	\$ 0	0%
Trewyn Exterior Painting	12	2	2	5	1	1	0	Givisco	MBE	N	\$ 52,550	\$ 0	52,550	100%	\$ 0	0%					
Lakeview Splashpad	15	3	2	4	3	1	0	Aupperle	VOB	N	\$ 566,997	\$ 242,000	0%	\$ 202,000	36%						
FPNC Parking Lot Renovation	5	0	1	4	3	0	0	RA Cullinan	X	N	\$ 110,907	\$ 780	1%	\$ 1,050	1%						
GOP Inclusive Restroom	42	9	6	4	8	2	1	Geo H Rump	X	N	\$ 619,600	\$ 375,893	3%	\$ 131,267	21%						
GLC Irrigation Improvements	5	0	0	4	1	0	0	Tri-County Irrig	X	N	\$ 139,762	\$ 0	0%	\$ 0	0%						
Gwynn Path Replacement	17	4	2	4	9	1	2	Hoerrs Blacktop	X	N	\$ 74,900	\$ 0	0%	\$ 0	0%						
Detweiller Water Main	7	0	2	4	3	0	1	JC Dillon	X	N	\$ 97,910	\$ 32,751	33%	\$ 0	0%						
TOTAL GOAL	553	131	139	107	72	8	10				\$ 8,556,212	\$ 3,822,247	8%	\$ 3,812,577	45%	\$ 1,198,643	\$ 236,066	\$ 248,118	21%	\$ 110,400	9%
													20%	5%					20%	5%	

*This report contains only those Qualifying Construction Contracts bid after the policy was enacted in March 2023.

**The scope of work for some ancillary services may be undefined until a project is underway; estimates may be included where a prime contractor has committed to using an M/WBE if/as those services are required. These ancillary services tend to be a minimal percentage of the overall cost of a project. Common examples: (1) Trucking is used on an as-needed basis and the company ultimately contracted will depend on which has availability on the day needed. (2) Seeding may/may not be required dependent on areas trodden by equipment during the course of a project.

Projects bid/started in previous calendar year.

2024 Fall/Winter Internship Information

*Please note, this cohort of interns is still being recruited, hired and onboarded and as such, this data will change in the coming month.

Overall Total Interns:	8
Total High School:	2
Total College:	6
<u>Ethnicity</u>	
Black/African American:	4
Asian:	0
Middle Eastern:	1
Hispanic:	0
Two or More Races:	2
White:	1
<u>Gender</u>	
Male:	4
Female:	4

<u>Facilities/Programs Supported</u>
Proctor Recreation Center
After School Education Program
Lakeview Recreation Center
PlayHouse
Athletics Program
Community Recreation