

**Memorandum of Understanding**  
Among

Bethel Public School District 52  
City of Eugene  
City of Springfield  
Eugene Public School District 4J  
Eugene Water & Electric Board  
Lane Community College  
Lane County  
Lane Education Service District  
Lane Transit District  
Springfield Public School District 19  
University of Oregon

To Establish the

**Equity and Community Consortium (ECC)**

This Memorandum of Understanding (MOU) establishes the Equity and Community Consortium (ECC) (formally referred to as the DHRC). The ECC is an information and resource sharing and coordination forum for agencies and jurisdictions that provide governmental and public services in the Eugene-Springfield metropolitan area. The ECC includes the parties listed above, but is open to other agencies joining. The ECC reaffirms, renews and expands the purpose, goals and efforts embodied in the 2008 Diversity and Human Right Consortium.

The ECC represents a commitment of our agencies to equity and inclusion and to create agencies that better serve, reflect and understand the communities that we serve.

**Goals**

The main goals of the ECC are:

1. To develop and share information about equity and service to our community and to create opportunities for the mutual benefit of the participating agencies
2. To allow each agency to make informed, independent action-oriented decisions relying on information and idea exchange and mutual support that is created by the ECC
3. To share experience, progress and challenges associated with each agency's goals to improve and enhance internal working environments and creating more equitable workplaces
4. To improve equity with respect to each agency's goods, services, bids and employment
5. To develop a strategic framework that both recognizes the unique challenges of each agency, but also allows shared vision, community-wide action, and professional development opportunities whenever possible

## Objectives

Objectives of the ECC are to:

1. Create regular and intentional collaboration among the agencies in the areas of equity and human rights. Such collaboration may occur: (a) among agencies participating in ECC; (b) between ECC and state and federal agencies; (c) between ECC and other nearby public agencies; (d) between ECC and local policy makers; and (e) between ECC and jurisdictions outside the Metropolitan Area.
2. Create environments within our agencies that are inclusive and in which equity is a goal that is transparent with clear measures that each agency establishes, monitors and shares with other agencies and the communities we serve.
3. Develop and share expertise and knowledge regarding best practices for equity and inclusion. As appropriate to each agency, provide internal professional development and build awareness and skills among agency employees.
4. Ensure equitable access to all opportunities within each agency (e.g. goods, services, bids, employment).
5. Collaborate and provide, by specific agreement, funding to support and implement the MOU and associated work plans.
6. Help provide shared methods by which agencies can establish, monitor and share results and progress.
7. Establish a common agenda to work together in a consistent manner to create both internal and external environments that support equity, inclusion and human rights within each member agency, the ECC, and our community. ECC agencies will work together to increase effectiveness by sharing knowledge and resources, minimizing duplication of effort, and addressing issues and concerns at a regional level.
8. Plan for events where interests of the community and clientele would be best served through collaborative action by ECC agencies.
9. Respond to incidents and issues where interests of the community and clientele would be best served through collaborative action by ECC agencies.
10. The governance and implementations of the ECC shall be initially set forth in Appendix 1. The ECC may change Appendix 1 from time to time to improve implementation and effectiveness.

### **Agreement, Effective Date, Termination and Amendments to this Agreement**

This MOU expresses the intent by the signatories to work with one another as partners to meet the goals and objectives outlined above. This agreement does not alter, impede or limit each agency's mission and duty to carry out its regulatory, service or governmental responsibilities.

The ECC does not represent any agency on a particular issue without the agency's express consent. Each agency shall bear its own cost of participating as a member of the ECC and the ECC shall have no specific budget, unless otherwise agreed by the agency (ies) willing to fund such budgets. Budget impacts and financial commitments are to be considered and addressed individually within each agency.

This agreement is effective February 3, 2012, and remains in effect indefinitely unless amended by all parties. Any party may choose to terminate its participation in the agreement with a 30-day written notification of termination to the remaining parties of the ECC.

**Authorizing Parties**

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Robert Berdahl, Interim President  
University of Oregon

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Gino Grimaldi, City Manager  
City of Springfield

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Sheldon Berman, Superintendent  
Eugene Public School District 4J

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Ron Kilcoyne, General Manager  
Lane Transit District

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Debbie Egan, Superintendent  
Lane Education Service District

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Liane Richardson, County Administrator  
Lane County

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Colt Gill, Superintendent  
Bethel Public School District 52

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Jon Ruiz, City Manager  
City of Eugene

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Nancy Golden, Superintendent  
Springfield Public School District 19

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Mary Spilde, President  
Lane Community College

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Roger Gray, General Manager  
Eugene Water & Electric Board

## Appendix 1

### **Implementation Details and Governance**

1. The Authorizing Party of this agreement shall be designated as the chief administrative officer for purposes of this agreement (CAO).
2. The CAO of each agency will appoint at least one staff member to support the outcomes of each agency's equity plans and will designate additional staff member(s) as necessary.
3. The ECC shall be comprised of the CAO and staff member(s) from each agency.
  - a. The ECC shall meet 2 times per year with one meeting focused on strategic planning and the other meeting focused on results and reporting.
  - b. The ECC shall be chaired by leadership from each subcommittee listed below. The ECC leadership will ideally not be solely from the same agency. The ECC leadership shall be responsible for agenda setting and planning for the ECC meetings and shall respectively serve as chairs of two sub-committees described below.
4. The ECC shall at least have 2 sub-committees.
  - a. The first sub-committee shall be the CAO sub-committee. The CAO sub-committee shall nominate and appoint its leadership and shall meet quarterly to discuss ECC issues and to share ideas and results.
  - b. The second sub-committee shall be the Staff sub-committee and be comprised of staff from each agency who is empowered and has expertise to support the outcomes of each agency's equity plan and the goals of the ECC.
    - i. The Staff sub-committee shall nominate and appoint its leadership and shall meet monthly or as determined by the subcommittee to discuss issues and to share ideas and results.
5. Furthermore, each sub-committee shall make recommendations to the ECC to help fully implement this MOU.
6. The CAO sub-committee and Staff sub-committee chairs may invite members from the other sub-committee to their respective meetings to enhance understanding, improve dialogue and to create shared understanding.
7. The ECC may establish and terminate additional work groups as needed
8. CAOs and assigned Staff members from each agency are expected to develop a shared understanding and common direction so each person can fully represent the agency adequately in their respective roles on the ECC and various sub-committees.
9. Committee chairs are administrative roles and shall not have any more authority than other committee members. Committees and sub-committees shall try to reach agreement by consensus, but committee and sub-committee chairs may call for votes on issues if necessary. The ECC does not have any specific authority over any individual agency.