



City of San Antonio

Agenda Memorandum

File Number:19-4679

Agenda Item Number: 1.

Agenda Date: 6/4/2019

In Control: Community Health and Equity Committee

DEPARTMENT: Office of Innovation and Office of Equity

DEPARTMENT HEAD: Brian Dillard, Chief Innovation Officer, Zan Gibbs, Chief Equity Officer

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT: A briefing on the Boards and Commissions Process Review and Assessment

SUMMARY: The Office of Innovation and Office of Equity will provide a presentation on the final analysis and recommendations to enhance the Boards and Commissions process.

BACKGROUND INFORMATION:

The City Council requested the Office of Innovation and the Office of Equity review the Boards and Commissions application process and determine areas of opportunity to improve and streamline the process. From this review, the Office of Innovation identified 18 recommendations to be implemented by the Office of the City Clerk. These recommendations were made in response to process gaps that were identified during the review.

ISSUE:

The Office of Equity and the Office of Innovation found a number of issues with the application process relating to efficiency, equity, and lack of current best practices. The current process is very resource intensive, and many tasks performed throughout the application, submission, and review process are manual, and/or lack interconnectivity to other tasks being performed by additional staff. There are opportunities to improve outreach, increase diversity, and create a more welcoming and inclusive process and experience once appointed.

ALTERNATIVES:

This item is for briefing purposes only.

FISCAL IMPACT:

This item is for briefing purposes only.

RECOMMENDATION:

This item is for briefing purposes only.