

## 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:** Building Performance Standards for Existing Buildings

**Names and titles of key staff that led this RET process:** Ani Krishnan, Sr. Sustainable Building & Energy Specialist.

**Dates of RET process (e.g., 8/2015 – 10/2015):** 1/1/2019 - current

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)**
- 2. Which stakeholders (groups and/or key individuals) did you engage in this RET? In what ways did you engage them? (Max 600 characters)**
- 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)**
- 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)**
- 5. How will leadership ensure implementation of the actions described in question 4? (Max 800 characters)**
- 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)**
- 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)**

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

**Building owners from EEI populations – especially those who own buildings in EEI focus areas:**

- can access prioritized funding to manage the burden of meeting standards;
- are provided with clear information and guidance to understand both the State’s and Seattle’s performance standards compliance pathways.

**Commercial and residential tenants from EEI populations – especially those in EEI focus areas:**

- are able to live or work in higher quality, energy-efficient spaces;
- will experience minimal disruptions to their tenancy during any building upgrades;
- are provided pathways to mitigate temporary or permanent displacement risk.

**EEI populations and WMBEs will:**

- form a significant portion of the qualified workforce that conducts building assessments and upgrades.

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

Internal and Interdepartmental Stakeholders:

- OPCD
- OED
- OCR
- SDCI
- SCL

The goal of our internal meetings was to develop a draft set of racially equitable outcomes, draw up a list of stakeholders to be engaged, identify data available (and data gaps) to help with analysis, and incorporating racial impacts in discussions around policy scope. Engagement occurred in the form of one-on-one meetings, team meetings, and one workshop which included an equity mapping exercise.

External Stakeholders:

- Outreach partner (NWECC)
- Affordable housing operators
- Community based organizations
- Developers
- Building operators
- Utilities
- Labor unions

External stakeholder outreach has so far occurred in conjunction with our outreach partner, the Northwest Efficiency Coalition (NWECC). In addition to frequent check-ins with NWECC, we have held a preliminary round of meetings with the groups listed above to shop around the idea of the policy. Additional one-on-one meetings have also occurred.

**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:

- People of color will live and/or work in higher quality, healthier spaces as a result of buildings complying with the performance standards.
- People of color will form a significant portion of the qualified workforce that conducts building assessments and upgrades.

**Burdens:**

- Building owners who are from EEI populations might need to make significant financial outlays in order to comply with the standards.
- Tenants representing EEI populations might get displaced from their existing homes/places of business for the necessary building upgrades to take place.

**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)**

- Prioritize awareness around the state’s BPS and funding avenues for building owners in EEI populations, and offer streamlined information for compliance
- Explore supporting policies – both existing and in development – to minimize the impact of rent increases and/or temporary displacement occurring as a result of building upgrades
- Structure requirements in the legislation and rulemaking to prioritize the training and hiring of WMBEs and energy professionals from EEI populations to conduct building assessments and upgrades

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

Since the policy is still in development, we have not identified specific implementation pathways for the actions described in question 4. The actions could also be revised or improved upon through the course of policy development this year (2020). So far, leadership at OSE has been strongly supportive of centering racial equity for this policy, and we expect that support to continue as we gain clarity on our actions.

**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)**

Our reporting back has primarily occurred through the medium in which stakeholders were engaged; i.e. through one-on-one or group meetings or workshops, we both collect information and feedback on the policy approach and report back on how that has influenced our analysis. For example, we heard at a recent workshop that the racially equitable outcomes should explicitly call out displacement as a burden, so we included that in the list and have set up a follow-up meeting with those stakeholders to determine what actions could support that outcome.

**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 biggest structural / institutional issue we have experienced so far is that the City does not have a centralized resource for i) all the community-based organizations that the City has previously or is currently engaging with, and ii) on what issues they have been engaged on. We are cognizant of outreach fatigue, and in order to be respectful of these organizations' time, our work would be immeasurably more effective if we knew ahead of time whether the affected stakeholders have been engaged on these issues before and what the outcome of that engagement was.