



Village of Hanover Park Administration

Municipal Building
2121 West Lake Street, Hanover Park, IL 60133
630-823-5600 tel 630-823-5786 fax

hpil.org

Village President
Rodney S. Craig

Village Clerk
Eira L. Corral Sepúlveda

Trustees
Liza Gutierrez
James Kemper
Herb Porter
Bob Prigge
Rick Roberts
Sharmin Shahjahan

Village Manager
Juliana A. Maller

VILLAGE OF HANOVER PARK **PUBLIC NOTICE OF SPECIAL MEETING OF THE VILLAGE BOARD**

Public Notice is hereby given pursuant to the Open Meetings Act - Illinois Compiled Statutes, Chapter 5, Act 120, Section 1.01 (5 ILCS 120/1.01 et seq.) that the

Village Board of the Village of Hanover Park
(Name of public body)

HAS SCHEDULED A SPECIAL MEETING FOR *February 18, 2021 AT 6:00 p.m.*

Virtual Meeting
(Location)

Agenda Attached

Posted on : 2-12-21
(Date)

By *Eira L Corral Sepúlveda*
Eira L. Corral Sepúlveda, Village Clerk



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VILLAGE OF HANOVER PARK VILLAGE BOARD SPECIAL WORKSHOP MEETING

Held pursuant to 7(e) of the Open Meetings Act (5 ILCS 120/7(e))

AUDIO AND VIDEO CONFERENCE

(also including in-person attendance)

2121 W. Lake Street, Room 214, Hanover Park, IL 60133

Thursday, February 18, 2021

6:00 p.m.

As the Village of Hanover Park continues to follow social distancing requirements and guidelines established in Governor Pritzker's Restore Illinois Plan: the Governor has issued a disaster declaration related to a public health disaster throughout all of the State of Illinois as defined in Section 4 of the Illinois Emergency Management Act; and the Village President has determined that an in-person meeting conducted under the Open Meetings act is not practical or prudent because of the disaster, accordingly the Village Board public meeting will be held by audio and video conference (in-person attendance is also available) without the requirement of a quorum being present.

Live Stream Audio

The meeting audio will be live streamed via Facebook. Please click this URL to join the video:

www.facebook.com/VillageofHanoverPark.

Dial in option:

US: (312) 626-6799

Webinar ID: 958 7077 3506

Password: 742320

Public Comment:

If you would like to comment on an agenda item, please submit your comments online at: www.hpil.org/publiccomment.

Individuals who wish to have their comments read into the public record are limited to 200 words or less. Public comments must be received by 5:00 PM the day of the meeting.

Individuals with no access to email may leave a message with the Office of Village Clerk Eira L. Corral Sepulveda Office at 630-823-5601.

Persons who are present at the meeting location can hear all discussion and testimony and all votes of the Village Board.

AGENDA

- 1. CALL TO ORDER – ROLL CALL - VILLAGE PRESIDENT STATES NATURE OF THE EMERGENCY**
- 2. ACCEPTANCE OF AGENDA**
- 3. DISCUSSION ITEMS**
 - a. Discussion regarding Diversity, Equity and Inclusion
- 4. ADJOURNMENT**



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February 8, 2021

To: Village Board
Village Clerk Eira Corral Sepulveda

The undersigned Village President has determined that an in-person meeting conducted under the Open Meetings Act for the Village Board Special Meeting (Workshop) and the Village Board regular meeting, both scheduled for February 18, 2021 at 6:00 p.m. and 7:00 p.m. respectively, are not practical or prudent because of the COVID-19 emergency and disaster as reflected in the Governor's statewide and the Village President's disaster declarations, which are both currently in effect and will be on February 18, 2021.

In particular, the Governor, on Friday, February 5, 2021, issued Executive Order 2021-04, concerning the 1,140,000 and growing infected Illinois residents and approximately 19,500 loss of life from the Pandemic, and reissued 33 Executive Orders relating to COVID-19 including Section 6 of Executive Order 2020-7 concerning relaxing in person meeting requirements which was extended by his Order 04 to March 6, 2021. Further, the Governor, has resumed holding daily news briefing wherein his COVID-19 reports indicate Illinois' COVID-19 statistics are showing progression and they are of heightened concern. The Governor has sought more effort from local officials to better enforce social distancing and show more concern for health rules and regulations concerning the spread of COVID-19.

Accordingly, the February 18, 2021 special and regular Village Board meetings will be held pursuant to the requirements of Section 7(e) of the Open Meetings Act 5ILCS 120/7(e).



Rodney S. Craig, Village President



Hanover Park^{USA}

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager
Barry Kurcz, Human Resource Director

SUBJECT: Discussion regarding Diversity, Equity, and Inclusion

ACTION

REQUESTED: Approval Concurrence Discussion Information

MEETING DATE: Board Workshop – February 18, 2021

Executive Summary

The Cultural Inclusion and Diversity Committee (CIDC) presented a draft Diversity, Equity and Inclusion Ordinance at the January 21, 2021 Board Workshop. The Board will now review how they wish to move forward and next steps.

Discussion

Attached is a timeline of the steps taken to date. Additional information will be provided under separate cover prior to the meeting.

Recommended Action

Discuss and provide direction to staff on next steps.

Attachments: Timeline
CIDC draft Ordinance
IML draft Ordinance

Budgeted Item:	_____ Yes	_____ No n/a
Budgeted Amount:	\$	
Actual Cost:	\$	
Account Number:		

Agreement Name: _____

Executed By: _____

Timeline:

- On June 11, 2019 Mayor Craig addressed the Cultural Inclusion and Diversity Committee and explained he was meeting with each of the Village's committees. Mayor Craig stated that he had recently become aware of a resolution from the City of Redmond, Washington which affirmed their commitment towards a culturally inclusive community. He requested that CIDC review and consider making a similar recommendation to the Board of Trustees of Hanover Park.
- On July 9, 2019, at the following CIDC meeting, the Committee voted to create a subcommittee to work on an action plan which could be brought back to CIDC with a recommendation. The subcommittee consisted of Trustee Sharmin Shahjahan and committee members Ray Alvarez and Victoria Akinde.
- On August 1, 2019, a Special Board Workshop was held following a Village Board request at the June 20, 2019 meeting. Three draft documents were reviewed at this workshop:
 1. A resolution that was provided to the Cultural Inclusion and Diversity Committee from the City of Redmond for review and comment.
 2. A draft ordinance based on other community samples and verbiage from staff for review and comment.
 3. A review of bills included in the Campaign for a Welcoming Illinois handout, previously provided by Trustee Porter.

Significant discussion occurred about immigration enforcement activities and Hanover Park Police Department's procedures and involvement with ICE. Consensus of the Board was to give time for CIDC to review and compile information and provide a recommendation to the Board at a later date.

- 2019-2020: Over the course of the next year and a half, the subcommittee met 13 times and the CIDC met 19 times.
 - In addition to the Redmond, WA resolution, external resources reviewed included Ordinances from Oak Park, Berwyn, Evanston, Oakland, and Seattle. Pro-immigrant bills passed in Illinois as well as the National League of Cities, and City of Chicago Office of New Americans website were used as additional resources.
 - Internal resources included the 2018 Strategic Plan, 2018 Communication Plan, 2017 A5 Branding Presentation, Village Website and municipal code, various Board workshops and townhall sessions.
 - Additional input came from discussions with various individuals, several residents, the National League of Cities and Fred Tsao of ICIRR.

- The Cultural Inclusion and Diversity Committee met to approve the Diversity, Equity, and Inclusion Ordinance for Board review.
- Trustee Shahjahan, Ray Alvarez and Victoria Akinde presented the Committee's recommended ordinance at a Board Workshop on January 21, 2021.
- February 18, 2021 Workshop scheduled to continue discussion on Diversity, Equity and Inclusion next steps and timing.
- Mayor Craig acknowledges the work of the Committee and is participating with the Metropolitan Mayor's Caucus to seek best practices for DEI.
- Mayor Craig has requested that discussion take place as part of the next Strategic Planning process with the new elected Village Board. He is an advocate of the Board having adequate time to consider the issue.

ORDINANCE NO. O-21-**AN ORDINANCE APPROVING DIVERSITY, EQUITY AND INCLUSION POLICIES**

WHEREAS, the residents of the Village of Hanover Park represent a diverse community of color, immigrants and refugees and their census is growing. The 2018 US Census estimates that one third (33%) of the Village's residents are foreign-born and two thirds (67%) are of color; and

WHEREAS, the Village, in serving the public, is uniquely positioned to address unconscious biases, first by recognizing and acknowledging bias, and secondly by working to reduce bias, both externally and within the government unit itself; and

WHEREAS, conscious proactive efforts to knowingly address unconscious bias should result in advancing harmony by repairing and strengthening the relationship between and among all departments, Elected Officials, Boards and Commissions of the Village of Hanover Park and their interaction with members of our diverse community, thereby improving the Village's delivery of municipal service and creating a positive outlook for Village residents; and

WHEREAS, the Village recognizes the need to eliminate any objectively unreasonable disparities based on race, ethnicity, national origin, immigration status, English language proficiency, gender, gender identity, sexual orientation, religion, socio-economic status, source of income, geographic location of residence, familial status, disability, neurodiversity, age and other relevant factors; and

WHEREAS, the Corporate Authorities of the Village of Hanover Park recognize our collective responsibility to advance community equity and inclusion; and

WHEREAS, the Village of Hanover Park has been identified by the State of Illinois Department of Commerce and Economic Opportunity (DCEO) as a "Disproportionately Impacted Community"; and

WHEREAS, achieving equity requires the intentional examination of policies, procedures, and practices that, even if they have the appearance of fairness, may nonetheless marginalize individuals or groups and perpetuate disparities or injustices; and

WHEREAS, achieving equity also requires commitment and collaboration, clear and transparent communication that serves as the primary structure for managing how resources are allocated and how public services are provided; and

WHEREAS, the Village management is initially charged with reasonably searching for and identifying, when found, disparities within the Village of Hanover Park and incorporating those findings in an equity and inclusion report to the Corporate Authorities, and after a review of the report by the Corporate Authorities, the Village shall reasonably work to implement policies and practices to address the findings with the goal and intent to advance equity and inclusion; and

WHEREAS, equity and inclusion will be key priorities both internally within the organization, and externally within the community at large, which priorities shall elicit participation with partners in government, private businesses entities, vendors, organizations, academia and community members; and

WHEREAS, economic development, job creation, and stable employment of people in the Village are integral to achieving equity; and

WHEREAS, in recognizing the Village's diversity, on April 3, 2008, the Corporate Authorities established Section 2-551 of Chapter 2 of the Municipal Code to create the Cultural Inclusion and Diversity Committee whose mission is "... to foster and promote understanding, mutual respect, cooperation, and positive relations between and among all residents of the Village and to create a sense of shared community among residents and to affirm the value of each resident." Accordingly, the Committee has recommended this Ordinance; now, therefore,

BE IT ORDAINED by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

SECTION 1: That equity and inclusion metrics will be incorporated into Village strategic goals and budgetary planning and all departments, elected officials, and appointed committee and commission members will be required to complete cultural competency training at onboarding and on an annual basis. Such training will be made available semi-annually.

SECTION 2: That the Village Manager shall provide the Corporate Authorities, on at least an annual basis, a formal report on progress in advancing equity and inclusion within all Village departments, Committees, Commissions, Village contractors, and their respective workforce diversity together with any other goals as determined by the Corporate Authorities. The report may include recommendations regarding modifications to those goals, and accountability measures to ensure continued progress in reaching these goals.

SECTION 3: That the Village of Hanover Park will uphold the Illinois Trust Act, Keep Illinois Families Together Act, Voices (Voices of Immigrant Communities Empowering Survivors) Act, Private Detention Facility Moratorium Act, Civil Rights Act of 1964, Executive Order (60) 13166, Americans with Disabilities Act, Older Americans Act, Anti-Registry Program Act, and other state and federal laws applicable to the Village.

SECTION 4: That the Hanover Park Police Department does not and will not participate in civil immigration enforcement operations or assist the civil enforcement of federal immigration law, unless required to disclose information as addressed in this Ordinance. The Hanover Park Police Department cannot and will not stop, arrest, detain, or continue to detain a person

- (A) solely on the belief that the person is not present legally in the United States, or that the person has committed a civil immigration violation.
- (B) based upon an administrative warrant, including, but not limited to, those entered into the Federal Bureau of Investigation's National Crime Information Center database, or successor or similar database maintained by the United States.
- (C) based upon an immigration detainer.

Unless presented with a federal criminal warrant, Hanover Park will not transfer any individual to ICE custody. Unless otherwise provided in this Ordinance or required by other law, no Hanover Park police officer shall communicate with ICE for any reason except when requested to assist in the investigation of a criminal matter not related to federal immigration law upon presentation of a federal criminal warrant.

SECTION 5: That it is the policy of the Village that employees be barred from threatening or verbally abusing immigrants based solely on their actual or perceived race, citizenship, disability, language proficiency, or country of origin.

SECTION 6: That Hanover Park shall not request, maintain, or share the citizenship or immigration status of any person unless

- (A) required to do so by statute, federal regulation, court order, or a lawfully issued judicial warrant, or
- (B) disclosure of such information has been authorized in writing by the individual to whom such information pertains, or if such individual is a minor or is otherwise not legally competent, by such individual's parent or guardian.

The foregoing shall not prohibit any employee, or department from sending to, or receiving from, any local, state, federal agency, information regarding an individual's citizenship or immigration status.

SECTION 7: This Ordinance shall be effective immediately upon its passage and approval, or as otherwise provided by law.

ADOPTED this day of , 2021, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: _____

Rodney S. Craig
Village President

Attest: _____

Eira Corral Sepúlveda
Village Clerk

ORDINANCE NUMBER: _____
AN ORDINANCE ADOPTING A
DIVERSITY, EQUITY AND INCLUSION POLICY
FOR _____

[NAME OF CITY/VILLAGE/TOWN]

WHEREAS, _____ **[NAME OF CITY/VILLAGE/TOWN]** is committed to fostering, cultivating and preserving a culture of diversity, equity and inclusion; and

WHEREAS, the adoption of this policy shall serve as a call to action for the employees of _____ **[NAME OF CITY/VILLAGE/TOWN]** to participate in practices within their assigned duties that identify historic inequities, include consideration of the entire community in the exploration of collaborative solutions, develop specific actions to remedy those inequities, and follow through and evaluate those actions for the continued improvement of the lives of all of the residents; and

WHEREAS, should any section or provision of this Ordinance or the adopted Diversity, Equity and Inclusion Policy be declared to be invalid, that decision shall not affect the validity of this Ordinance or adopted Diversity, Equity and Inclusion Policy as a whole or any part thereof, other than the part so declared to be invalid;

NOW, THEREFORE, be it ordained by the corporate authorities of _____ **[NAME OF CITY/VILLAGE/TOWN]** the following:

Section 1. The Diversity, Equity and Inclusion Policy, included as Exhibit A to this Ordinance, is hereby adopted.

Section 2. This Ordinance shall be in full force and effect on _____ **[INSERT DATE]**.

PASSED THIS ____ day of _____, _____.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED THIS ____ day of _____, _____.

ATTEST:

Mayor/Village/Town President

City/Village/Town Clerk

Before adopting any ordinance, municipal officials should consult with their retained legal counsel or other qualified attorney.

IML MODEL

DIVERSITY, EQUITY AND INCLUSION POLICY

I. Statement of Policy

The City/Village/Town of _____ is committed to fostering, cultivating and preserving a culture of diversity, equity and inclusion.

Our human capital is the most valuable asset we have. The collective sum of individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our employees invest in their work represents a significant part of not only our culture, but our reputation and community's achievements as well.

We embrace and encourage our employees' differences in age, color, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and all other characteristics that make our employees unique.

The City/Village/Town of _____ diversity initiatives are applicable, but not limited, to our practices and policies on: recruitment and selection; compensation and benefits; professional development and training; promotions; transfers; social and recreational programs; layoffs; terminations; and, the ongoing development of a work environment built on the premise of gender and diversity equity that encourages and enforces:

- respectful communication and cooperation between all employees;
- teamwork and employee participation, permitting the representation of all groups and employee perspectives; and,
- employer and employee contributions to the community we serve to promote a greater understanding and respect for diversity.

II. Standards on Diversity, Equity and Inclusion for Employees

All employees of the City/Village/Town of _____ have a responsibility to treat others with dignity and respect at all times. All employees are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other City/Village/Town-sponsored and participative events. All employees are also required to complete diversity awareness training to enhance their knowledge to fulfill this responsibility.

III. Consequences of Violation of the Policy on Diversity, Equity and Inclusion

Any employee found to have exhibited any inappropriate conduct or behavior against others such that violates this policy may be subject to disciplinary action.

IV. Reporting Violations of the Diversity, Equity and Inclusion Policy

Employees who believe they have been subjected to any kind of discrimination that conflicts with this Policy or its supported initiatives should seek assistance from a supervisor or a human resources representative, in accordance with personnel guidelines or the employee handbook.