LIBRARY AND EDUCATION COMMISSION

February 15, 2023
7:00 PM to 9:00 PM
I. CALL TO ORDER & ORDERS OF THE DAY
II. CONSENT CALENDAR

A. APPROVE THE 02/15/2023 AGENDA

B. APPROVE MINUTES FOR REGULAR MEETING OF 01/18/2023
III. PUBLIC RECORD
IV. OPEN FORUM
(2 MINUTES OF SPEAKING TIME IS AVAILABLE)

2m 00s
V. DISCUSSION/ACTION ITEMS
A) INFORMATION: YOUTH COMMISSION ANNOUNCEMENTS & UPDATES (CHAIR G. CHEN)
B) ACTION ITEM: ADOPT ANNUAL COMMISSION BUDGET POSITION MESSAGE TO CITY COUNCIL (A. MAESTRE/SUB-COMMITTEE)
Agenda Item

Code of Conduct

• Comment on the specific agenda item topic only
• Speakers’ comments should be addressed to the full body. Requests to engage the Commissioners or Staff in conversation will not be honored.
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Please unmute your device when your name is called. Phone in callers, please press *6 to unmute.
C) INFORMATION: EQUITY, DIVERSITY AND INCLUSION SERVICES REPORT (K. ALVAREZ)
OVERVIEW

- Racial Equity Action Plan
- EDI Quality Standards Pilot
- Additional Initiatives
- Look into FY 2023-24
**RACIAL EQUITY ACTION PLANS**

Templates for all City departments to outline key goals, action items and success measures to monitor.

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
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<tbody>
<tr>
<td>Normalize</td>
<td>Actions that familiarize shared terms, normalize talking about racialized experiences and disaggregated data as well as supports deeper learning of systemic inequities.</td>
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<tr>
<td>Organize</td>
<td>Capacity-building actions to focus decision-making, program development, and other factors to monitor inequity.</td>
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<tr>
<td>Operationalize</td>
<td>Actions that seek to understand, identify, and act on racial inequities.</td>
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<tr>
<td>Goal</td>
<td>Updates</td>
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<tr>
<td>Equity Web-section</td>
<td>• Report portal activated</td>
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<tr>
<td>Launch Racial/Ethnic Affinity and Ally Groups (pilot)</td>
<td>• 2 goals per group (trainings + heritage program)</td>
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<tr>
<td>Department Capacity-Building</td>
<td>• EDI Toolkit completed</td>
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<td>Library Stakeholders</td>
<td>• Spring 2023</td>
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<tr>
<td>Community Engagement</td>
<td>• August 2022 pivot implemented</td>
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<td></td>
<td>• Quarterly blogs featuring staff summaries</td>
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<tr>
<td>Equity Working Group Action Plans</td>
<td>• All Equity groups developed plans</td>
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<tr>
<td>Goal</td>
<td>Updates</td>
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<td>-------------------------------------------</td>
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<tr>
<td>Racial Equity Team Action Plan</td>
<td>• SJSU BIPOC Become Librarians – mentorship pilot</td>
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<td></td>
<td>• Next reading lists identified</td>
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<tr>
<td>Disability Access Committee Action Plan</td>
<td>• Disability Access survey</td>
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<td>• Training</td>
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<tr>
<td>Community Engagement Committee Action Plan</td>
<td>• Community Outreach &amp; Engagement staff training</td>
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<td>• Bi-monthly staff meetings &amp; reflections</td>
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<td>LGBTQ+ Committee Action Plan</td>
<td>• Programs (National Coming Out Day, Rainbow Storytime, Speaker Bureau)</td>
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<td>• Resource Fair (June)</td>
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<td></td>
<td>• PRIDE (August)</td>
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<tr>
<td>EDI Quality Standards</td>
<td>• Toolkit completed</td>
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<tr>
<td>Library In-Service</td>
<td>• Spring 2023</td>
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<tr>
<td>Goal</td>
<td>Updates</td>
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<tr>
<td>Library Programs Analysis</td>
<td>• Power BI</td>
</tr>
<tr>
<td>Digital Equity Index</td>
<td>• Applied FY 2022-23</td>
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<tr>
<td>Equity Index</td>
<td>• ARP Funding Memo</td>
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<td>• 2023 Data Points Updated</td>
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<tr>
<td>Turn the Curve Plan</td>
<td>• SJPL participated in Results Based Accountability and Applied Racial Equity trainings, organized by City of San Jose’s Office of Racial Equity</td>
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EQUITY, DIVERSITY AND INCLUSION QUALITY STANDARDS IMPLEMENTATION PROCESS

- **Pilot Stage (Spring 2023)**
  - Programs selected
  - Quality Assessment (self-evaluation) completed for scorecard
  - Quality Improvement Plan developed

- **Revisions & Adaptations (Summer 2023)**
  - Based on Pilot participation feedback

- **Y1 Incorporation (FY 23-24)**
  - City staff apply Quality Standards assessment and improvement plans for educational programs

- **Community Roundtables (Summer 2024)**
  - City staff host multi-lingual presentations of Year 1 implementation to community members. Update Quality Standards and Toolkit based on feedback.
<table>
<thead>
<tr>
<th>Quality Standard</th>
<th>Tool/Training Name &amp; Links</th>
<th>Beginner Description</th>
<th>Tool/Training Name</th>
<th>Emerging Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>261: Anti-Racist Approach</td>
<td>Microaggressions at work. Recognizing &amp; responding to microaggressions. Cultural Assumptions (Part 3). 7 min read</td>
<td>Aids tips on identifying and responding to microaggressions.</td>
<td>How to identify and respond to microaggressions. Cultural Assumptions (Part 4). 5 min read</td>
<td>Examines the impact of structural inequality by redesigning the popular equity vs. equality graphic.</td>
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<td>Who’s Biased? Series, New York Times videos series, 6:30 min</td>
<td>The New York Times series explores types of bias, how to change prejudices, and ways to address racism.</td>
<td>The Mind Of The Village: Understanding Our Implicit Biases, NPR. (Episode 5). 50 min</td>
<td>From the creator of the Implicit Association Test, this episode of Hidden Brain examines how both the brain and society contribute to implicit bias.</td>
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<td>Project Implicit (harvard.edu)</td>
<td>Project Implicit is a non-profit organization aimed at educating the public about personal biases and a &quot;Virtual laboratory&quot; for collecting data on the Internet.</td>
<td>Children Are Not Colorblind: How Young Children Learn Race.</td>
<td>This article elaborates on research that shows children recognize race from a young age and develop racial biases by age 5.</td>
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<td>The critical way white parents play in shaping race — and evaluating it. PBS NewsHour, 6 min</td>
<td>Structural racism is now sharing the American cultural spotlight with COVID-19. While solutions to racial disparities in police treatment, health care, and education will likely require policy changes, some experts say solutions at the family and individual levels matter just as much.</td>
<td>Implicit Bias Module Series. Kalamazoo Institute For The Study Of Race And Intergroup Relations. 90 min</td>
<td>This course addresses insights about how the minds operate and the origins of implicit associations. It will help you uncover some of your own biases and learn strategies for addressing them. Each module is divided into a series of lessons, many taking less than 10 minutes to complete.</td>
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<td>How Not to Be an Ally/ Psychology Today</td>
<td>This article examines common mistakes and advice for effective allyship.</td>
<td>Institute Background Check Review Guide</td>
<td>Women's Notions of Men When They Work and Play. 8 min</td>
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<td></td>
<td>Ships of Slaves: The Middle Passage. Film, 48 min</td>
<td>A documentary narrated by Debbie Allen that chronicles the plight of African Americans during the Middle Passage and the Atlantic Slave Trade.</td>
<td>How Slavery Affected African American Families, Freedom's Story, TeachersTeach. National Humanities Center.</td>
<td>This guide establishes a basis for understanding how slavery disrupted the family structures for African-Americans, and provides applicable supplemental materials for guiding students learning on the topic.</td>
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<td>The Cane for Residence by Ta-Nehisi Coates: The Atlantic</td>
<td>Two hundred fifty years of slavery. Nineteen years of Jim Crow. Sixty years of separate but equal. Thirty-five years of racial housing policy. Until we reckon with our compounding moral debts, America will never be whole.</td>
<td>Residential Segregation: What are the Remedies?</td>
<td>Housing segregation underpins many of the nation’s seemingly intractable racial inequalities. Watch this presentation from Richard Rothstein, a researcher looking in to how federal rules, and local policies have deliberately placed racial minorities in substandard conditions, often with severe and lasting impact across generations.</td>
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$150,000 for a 2-year pilot mentorship and internship program that will introduce undergraduate students who are BIPOC to careers in Library and Information Science. Grant provided by the Institute of Museum and Library Services (IMLS) beginning July 2022.

a) Conduct focus groups with BIPOC undergraduate students to delve into the ongoing barriers BIPOC students face and the types of support they seek to consider LIS careers

b) Develop a network of mentors and mentees—drawn from SJSU King Library, SJSU iSchool, SJPL, BIPOC librarian associations.

c) Environmental scan of sectors hiring MLIS graduates and develop internship partner sites

d) Develop a toolkit to be shared with other interested library systems that includes:
   • Plug-and-play mentorship and internship curriculum (including cultural competence, cultural humility training)
   • Guideline for assessment strategies

More information: https://library.sjsu.edu/bbl
LOOKING AHEAD: FY 23-24

• Apply EDI Quality Standards to Library Adult Services programs

• Consultant presentations for staff capacity-building

• Guest presenters with lived experience and technical expertise for community learning

• Quarterly updates to the Racial Equity Action Plan
Thank you

Gracias  Cảm ơn  Salamat

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Equity and Inclusion Services
Karla Alvarez, M.A.
Community Programs Administrator
karla.alvarez@sjlibrary.org
Agenda Item

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COMMISSIONERS' DISCUSSION
D) CHILDREN AND YOUTH SERVICES
MASTER PLAN STATUS UPDATE
(L. BUZO)
CITY INITIATIVES ROADMAP: CHILDREN AND YOUTH SERVICES MASTER PLAN STATUS UPDATE

Library and Education Commission
February 15, 2023

The City Manager's Office:
Laura Buzo, Assistant to the City Manager
CHILDREN AND YOUTH SERVICES MASTER PLAN

BACKGROUND

• Mayor’s June 2021 Budget Message, the City Manager’s Office was directed to develop a comprehensive "Cradle to Career" Youth Development Master Plan, now referred to as the Children and Youth Services Master Plan (CYS Master Plan).

• Impact of Pandemic: Most impacted marginalized, underserved communities, particularly from specific zip codes.

• CYS Master Plan, ensure alignment with the following:
  o Education and Digital Literacy Strategy
  o San José Education Initiative (Education Policy 0-30)
  o City of San José Bill of Rights for Children and Youth, and the recent Audit Report from the Auditor’s Office.

• Joint Special Meetings on Child Well-Being, with the City of San José Neighborhood Services and Education Committee and Committee of the Whole and the County of Santa Clara Children, Seniors, and Families Committee, held on September 9, 2021, and March 25, 2022.

• City Council’s approval of the spending plan for $10.5M of ARP (American Rescue Plan) Funds for children and youth services on April 26, 2022.
PURPOSE: CREATING OPPORTUNITY PATHWAYS

Through a racial equity lens and collective impact, create the City of San Jose’s Children and Youth Services Master Plan that provides a strategic framework and approach to changing the narrative for many of the youth in our community through the following:

- Provide guidance on policy priorities, investments, and alignment of programs.
- Provide a service delivery continuum of support for children and youth from “Cradle to Career”.
- Develop college, career, and workforce development pathways and opportunities that disrupt poverty cycles through economic prosperity.
- Develop a strategic, coordinated, and responsive approach to ensure a safety-net for children and youth and their families.
- Address systemic racism, root causes, structural barriers, persistent inequities, and generational trauma.
- Develop long-term and sustainable impact and measurable outcomes.
OVERARCHING GOALS

Create and expand pathways and supports from cradle to career for all San José children and youth/young adults (birth through age 24).

VISION

All children and youth/young adults, particularly those most vulnerable, have increased opportunities to gain 21st century skills that lead to better health outcomes, sustainable employment, and a competitive living wage so that they can live and thrive in this community.
The City Manager’s Office staff has created a team structure of committees and advisories comprised of City department staff, parents/caregivers, youth/young adults, educational leaders, community-based organizations, and Santa Clara County department representatives to provide input, recommendations, guidance, and support in the design and development of the City of San José Children Youth Services Master Plan.
COMMUNITY OUTREACH AND CONVERSATIONS

- Youth Town Hall
- Parent/Caregiver Focus Groups
- Citywide Survey
- Service Provider Focus Group
- Empathy Interviews
- Targeted Focus Groups
- Citywide Presentations
COMMUNITY PARTNERS AND STAKEHOLDERS

- EDUCATIONAL LEADERS
- PARENTS/CAREGIVERS
- YOUTH/YOUNG PEOPLE
- CITY DEPARTMENT STAFF
- BUSINESS LEADERS
- COMMUNITY-BASED ORGANIZATIONS/SERVICE PROVIDERS
- SANTA CLARA COUNTY DEPARTMENT STAFF
COMMUNITY ENGAGEMENT

- **Executive Committee and Community Advisory Meetings:**
  - Executive Committee meetings: 8/31/22 - 10/26/22
  - Community Advisory meetings: 9/22/22 - 11/4/22

- **Brainstorming Sessions:**
  - September 26, 2022 - October 3, 2022
  - Community Advisory
  - Executive Committee
  - Youth Commission

- **Youth Commission**
  - September 2022 – June 2023
  - Monthly Youth Commission Meetings

- **Community Conversations**
  - Focus Groups, Presentations, Community Stakeholder Meetings
  - 700+ Participants
  - April 2022 – Present
    - CAST Tech Team: Single-System of Support "No-Wrong Door Entry"

- **Citywide Parent/Caregiver and Youth/Young Adult Survey**
TIMELINE OVERVIEW

September 2022:
- Community Meetings
- Development of Focus Group, Interview, and Survey Questions
- Secondary Data Review
- Youth Commission Meetings

October – November 2022:
- Committee Meetings
- Youth Commission Meetings
- Youth Town Hall (3)
- Community Listening Sessions (Focus Groups/Interviews)
- Citywide Survey

November – December 2022:
- Community Meetings
- Summary of Finding from Community Listening Sessions
- Children and Youth Services Master Plan Draft

January – March 2023:
- Onboard new Mayor and City Council
- Finalize Children and Youth Services Master Plan

April 2023:
- Present to City Council
- Completed Children and Youth Services Master Plan
<table>
<thead>
<tr>
<th>COMMUNITY PARTNERS/STAKEHOLDERS*</th>
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<tbody>
<tr>
<td>AACI (Asian Americans for Community Involvement)</td>
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<tr>
<td>Alum Rock School District</td>
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<td>Bill Wilson Center</td>
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<td>Black Leadership Kitchen Cabinet</td>
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<td>California Emerging Technology Fund (CETF)</td>
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<td>Catholic Charities of Santa Clara County</td>
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<td>East Side Union High School District</td>
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<tr>
<td>Evergreen Valley College</td>
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<td>FIRST 5 Santa Clara County</td>
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**City Departments:**
- The City Manager’s Office
- Parks, Recreation and Neighborhood Services
- San José Public Library
- Office of Economic Development
- Office of Racial Equity

| FLY (Fresh Lifelines for Youth) |
| Franklin McKinley School District |
| Go Kids |
| Grail Family Services |
| Innovate Public Schools |
| Kids in Common |
| Roots Community Health Center and San Andreas Regional Center |
| San José Chamber of Commerce |
| San José City College |
| San José State University |
| San José Unified School District |
| Santa Clara County, Behavioral Health, School Link Services |
| Santa Clara County, District Attorney’s Office, Child Advocacy Center |
| Santa Clara County, Office of the County Executive |
| Santa Clara County, Office of the County Executive, LGBTQ+ Affairs |
| Santa Clara County Office of Education |
| Santa Clara County Office of Education, Opportunity Youth Academy |
| Santa Clara County, Social Services Agency, Department of Family and Children’s Services |
| School of Arts and Culture |
| Si Se Puede Collective |
| University of California, Santa Cruz – San José Cal-SOAP & TRiO Talent Search |

*Not an exhaustive list of partners*
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COMMISSIONERS' DISCUSSION
VI. COUNCIL LIAISON’S ANNOUNCEMENTS
VII. CHAIR’S ANNOUNCEMENTS
VIII. LIBRARY DIRECTOR’S ANNOUNCEMENTS
(J. BOURNE)
IX. COMMENTS AND ANNOUNCEMENTS
X. INFORMATION AND UPCOMING OPPORTUNITIES FOR COMMISSION PARTICIPATION
XI. ITEM FOR FUTURE COMMISSION MEETING AGENDAS
XII. MEETING SCHEDULE

THE NEXT MEETING WILL BE
WEDNESDAY MARCH 15, 2023 AT 7PM
AT DR. MARTIN LUTHER KING JR.
LIBRARY, 3RD FLOOR, SJPL WORKS
XIII. ADJOURNMENT