

CAO – DEI Governance Map

PURPOSE

Our
“Why”

Vision Statement

Through Diversity, Equity and Inclusion efforts, we respect and honor our differences, we create a culture of compassion, collaboration and common purpose of sharing our talents and creativity with each other and the City we serve.

We celebrate bringing our whole selves to work every day.

Values Statement

The Denver City Attorney’s Office embraces an environment of compassion, trust, belonging and inclusion where all voices are engaged and respected, and where we nurture the talents of our diverse employees.

We are an anti-racist office. We are committed to removing barriers, providing opportunities, supporting everyone by embracing our differences, condemning inequalities and oppression, and respecting everyone’s unique qualities.

Pillars

- Equity
- Leadership Engagement and Accountability
- Learning and Awareness
- Recruit and Empower a Diverse Workforce

DEI Steering Committee (DEISC)

- City Attorney
- Deputy City Attorney
- Director of Administration
- DEI Leaders
- Office of Social Equity and Innovation Representative

DEI Executive Sponsors (ES)

- Deputy City Attorney
- Director of Administration

DEI Leaders

- Leadership Team Members
 - ❖ Attorney Supervisor
 - ❖ Staff Supervisor

DEI Executive Council

- DEI Leaders
- One elected member from each CAO section
- Two members appointed by the DEI ES and Leaders
- One appointed Senior Advisor

Respon-
sibilities

- ✓ Champions DEI; increases stakeholder buy-in
- ✓ Approves annual DEI strategic plans and budgeting; alignment with agency priorities
- ✓ Resolves risks, issues, cross-functional challenges, escalations
- ✓ Ensures leadership alignment to strategy. Holds managers accountable for their support or resistance
- ✓ Pulls in external advisors as desired
- ✓ Reviews quarterly update report prepared by the DEI Leader and DEI Executive Sponsors and discusses next steps

- ✓ Provides direction, guidance & oversight
- ✓ Collaborates with DEI Leaders to define annual DEI strategic priorities, plans and roadmaps, and measures of success
- ✓ Aligns DEI & agency strategies
- ✓ Champions DEI including promoting and securing agency leadership support
- ✓ Establishes norms, tools & practices for employees and leaders to embrace
- ✓ Ensures communications cascade throughout organization
- ✓ Budget approval authority with ability to fully commit resources
- ✓ Clears roadblocks
- ✓ Collaborates with DEI Leaders to prepare quarterly DEI report for the DEI Steering Committee

- ✓ Collaborates with DEI Executive Sponsors to define annual DEI strategic priorities, plans, roadmaps, & measures of success
- ✓ Recommends budget to DEI ES
- ✓ Leads & facilitates team meetings, plans activities and events, and delegates responsibilities among DISCOM members
- ✓ Stays informed of DEI trends and best practices; recommends advancements to agency DEI practices
- ✓ Participates in team activities; represents the group internally and externally
- ✓ Collaborates with the DEI ES to prepare quarterly DEI update for the DEI Steering Committee
- ✓ Engages with OSEI on best practices, resources

- ✓ Supports the implementation and execution of DEI plans (especially at a section level)
- ✓ Recommends agency wide as well as section specific DEI actions and activities
- ✓ Provides feedback to DEI leaders about DEI needs, risks, and issues
- ✓ Provides advisory support to Section leadership about DEI needs, actions and activities