



# Health and Community Services

Cynthia Foley

Council Initiated:

Yes

No

**ECAF:** 2024-0739

**Motion:** 24-188

**Type:**

- Contract
- Board Appt.
- Code Amendment
- Budget Action
- Other

**Requested Handling:**

- Normal
- Expedite
- Urgent

**Fund Source:**

- General Fund
- Other
- N/A

**Executive Rec:**

- Approve
- Do Not Approve
- N/A

**Approved as to**

**Form:**

- Yes
- No
- N/A

**Subject:** Agreement with Upstream Group, LLC, for Equity Assessment Services

**Scope:** The Health Department is seeking to enter into an agreement with Upstream Group, LLC, for the completion an equity assessment of Departmental practices. The contractor will:

- Review the Health Department’s previous equity reports and assessments using their Equity Review Tool;
- Interview staff, Board of Health members, and community partners who work with marginalized communities;
- Conduct additional engagement through surveys, focus groups, and other methods; and
- Deliver a summary report and action plan based on findings.

The contract not to exceed amount is \$125,000. Contracts for services greater than \$50,000 (which are not incidental to public work) come before Council for approval pursuant to SCC 3.04.140 (2).

**Duration:** Upon execution to March 31, 2025, and may be extended for one year.

**Fiscal Impact:**  Current Year  Future-Year  N/A

Expenditures	Current Year	2024	2025	2026	2027	Total
Fund 125	\$100,000	\$25,000				\$125,000
						0
<b>Totals</b>	<b>\$100,000</b>	<b>\$25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$125,000</b>

Revenue	Current Year	2024	2025	2026	2027	Total
						0
						0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Authority Granted:** Motion 24-188 authorizes the Executive to sign an agreement with The Upstream Group, LLC, for equity assessment services.

**Background:** The equity assessment is part of an effort within the Health Department to review current practices and ensure delivery of Gold Standard Public Health services. This effort was included in a presentation to Council on August 15, 2023<sup>1</sup> in response to a 2022 budget note, and a presentation on October 13, 2023, regarding the 2024 budget proposal<sup>2</sup>.

**Requested Action:** Move to GLS on May 22, 2024, for Council consideration.

<sup>1</sup> [2023-0900 - Presentation \(legistar.com\)](#)

<sup>2</sup> [2023-1254 - Presentation \(legistar.com\)](#)