

Institute for Livable and Equitable Communities

Proposed Structure and Bylaws



**MIAMI VALLEY**

Regional Planning Commission

**INSTITUTE FOR LIVABLE & EQUITABLE COMMUNITIES**

# Institute for Livable and Equitable Communities



- In September 22, 2020, a work group of the Equity Leadership Team was asked to formalize how new members are added to the Equity Leadership Team. This included parameters for membership.
- We wish to acknowledge and thank Mary Tyler, Tom Lasley, Mike Parks, Barbra Stonerock, Ron Budzik, Carlton Eley, Brian Martin and Tawana Keels for volunteering to serve on this work group.
- During the first meeting of the work group, it was decided there was a need to elevate the scope to establish a structure and bylaws for the Institute for Livable and Equitable Communities first, so that the parameters for Equity Leadership Team membership would be established as part of the larger Institute structure.
- The group added additional MVRPC staff members to form a temporary Institute Coordinating Committee.
- Rounding out the volunteers were Stacy Schweikhart, Noreen Wilhelm, Tom Maultsby, and Serena Anderson.

# Institute for Livable and Equitable Communities



The Institute Coordinating Committee convened monthly from November 2020 – February 2021 with the following goals:

- Confirm the vision, mission and objectives of the Institute
- Define common elements of all Institute work
- Develop a structure for the Institute
- Establish governance for the Institute
- Establish role and membership guidelines for both the equity and livability initiatives within the Institute
- Formalize necessary processes for membership, fundraising, reporting
- Draft MVRPC bylaws to document Institute structure, governance and processes

# Institute for Livable and Equitable Communities



## **Vision:**

The Institute places an intentional focus on livability and equity, launching programs and transforming systems that create a community where all people can thrive.

## **Mission:**

The Institute for Livable & Equitable Communities at the Miami Valley Regional Planning Commission (MVRPC) convenes critical partners and is the central point of coordination for a long-term, multi-faceted effort to address nine domains proven to enhance livability and equity in communities.

What are the common elements of all Institute work?

- Focus on Livability & Equity
- Outreach, Convening & Coordination
- Education
- Research
- Resources, Best Practices and Tools
- Policy Analysis / Policy Change
- Technical Assistance
- Regional Focus on the Miami Valley
- Secure Sustainable Funding

# Institute for Livable and Equitable Communities



All work of the Institute will aim to improve livability and equity in the Miami Valley.

The lenses of livability and equity will be used to shape the work of the Institute in all of the domains critical to thriving communities.

They will not be domains operating in isolation, rather they will permeate all work of the Institute.

The domains are areas of focus derived from the Livable Communities framework outlined by the World Health Organization/AARP.

The Institute Coordinating Committee had additional discussions about the domains – key focus areas – relevant to the Region.

# Institute for Livable and Equitable Communities



## INSTITUTE DOMAINS

### Education

A commitment to learning, beginning at an early age and continuing through all stages, is essential to developing a strong workforce and ensuring long-term economic viability.

### Employment & Volunteering

All individuals should have the opportunity to work, volunteer their expertise, and contribute productively in a way that is meaningful and a benefit to our community.

### Engagement

Authentic engagement of all individuals to shape the future of their community and a culture which embraces interactions among diverse groups, learning, mutual respect and value of the contributions of all.

### Health & Environment

Access to quality, affordable health services, mental health resources and wrap-around community support systems are vital. Clean air and Clean water have a direct connection to health and quality of life

# Institute for Livable and Equitable Communities



## **Housing**

Communities need to include affordable and desirable housing options for varying life stages, varying abilities, and varying bank accounts.

## **Neighborhood**

Vibrant neighborhoods include residential, retail and open spaces that are well connected and meet the needs of all in the surrounding community.

## **Safety & Justice**

Public health, safety, general welfare, and justice are fundamental needs. They are not luxuries afforded to a few. They must be protected and upheld for all individuals. .

## **Technology & Connectivity**

Expansion of access to technology, connectivity and the intentional dissemination of information through a wide variety of traditional and digital means to ensure all members of the community are informed of matters that impact them.

## **Transportation**

Driving a car shouldn't be the only way to get around. Public transit, coordinated mobility and human service transportation systems, integrated freight and logistics systems, walkability, and bike-friendliness contribute to livable, equitable and lively communities for all.



# Institute for Livable and Equitable Communities

## LIVABLE & EQUITABLE COMMUNITIES – COMPONENTS OF THE WORK



Leadership of the Regional Equity Initiative

Hosting of community-wide forums on livability & equity topics

Portfolio of projects and programs originating from stakeholder groups and Sub-Committees

Convening of the Miami Valley Age-Friendly Network

Leadership of the Regional Livable Communities Initiative

# Institute for Livable and Equitable Communities

## INSTITUTE STEERING COMMITTEE

REGIONAL EQUITY INITIATIVE

REGIONAL EQUITY INITIATIVE  
SUB-COMMITTEE

RACIAL EQUITY TASK FORCE

NEEDS OF  
UNDERSERVED  
COMMUNITIES  
& STRATEGIC,  
INTENTIONAL  
ENGAGEMENT

LIVABLE COMMUNITIES INITIATIVE

REGIONAL LIVABLE COMMUNITIES  
SUB-COMMITTEE

MIAMI VALLEY AGE-FRIENDLY  
COMMUNITIES NETWORK

## INSTITUTE DOMAINS

ALWAYS APPROACHED USING THE LENS OF IMPROVING BOTH LIVABILITY AND EQUITY



EDUCATION



EMPLOYMENT &  
VOLUNTEERING



ENGAGEMENT



HEALTH &  
ENVIRONMENT



HOUSING



NEIGHBORHOOD



SAFETY &  
JUSTICE



TECHNOLOGY &  
CONNECTIVITY



TRANSPORTATION

# Institute for Livable and Equitable Communities



- The next step in the process was to resolve governance for the Institute through the creation of bylaws.
- Because MVRPC is the host agency for the Institute, the decision was made to update the MVRPC agency bylaws so we could officially state the Institute has a home.
- The governance structure for the Institute is consistent with membership and terms structure of other MVRPC committees. This means members will be appointed and terms will be prescribed.
- The next several slides introduce key components from the Institute section of the bylaws.

# Institute for Livable and Equitable Communities

Partner Organizations  
& Community Leaders

MVRPC Board of  
Directors

Institute Funders

## INSTITUTE STEERING COMMITTEE

13 Total Members

Secretary

Vice Chair

Chair

## REGIONAL EQUITY INITIATIVE

20 Total Members

Secretary

Vice Chair

Chair

## REGIONAL LIVABLE COMMUNITIES

20 Total Members

Secretary

Vice Chair

Chair

DRAFT

# Institute for Livable and Equitable Communities

## Institute Steering Committee (ISC)

The formation of a 13 member Institute Steering Committee comprised of representatives from MVRPC member organizations or Institute funders that will:

- Provide oversight, guidance and advisory leadership.
- Establish strategic direction.
- Appoint members.
- Evaluate and explore evidence based solutions.
- Established strategic priorities.
- Advocate for funding, legislation, and policy.
- Offer support, recognition and commendation.

## Institute Steering Committee (ISC)

- ***Members of the ISC have not yet been determined and the process for appointment is not yet established.***
- Members of the ISC will be diverse and will include representatives from MVRPC member organizations or Institute funders who align with the Institute domains, and will include grassroots community leaders.
- The ISC shall meet at least quarterly and provide summary reports to the MVRPC Board of Directors on a quarterly basis with a formal presentation no less than annually.
- Each member may be appointed for a term of one year and may be re-appointed annually.
- The ISC officers shall consist of a Chair, Vice- Chair and Secretary. The Chair will be a member of the MVRPC Board of Directors.

# Institute for Livable and Equitable Communities



## **Institute Sub-Committees**

The formation of the Regional Equity Initiative Sub-Committee (REI) and the Regional Livable Communities Sub-Committee (RLC) that will:

- Provide oversight, guidance and advisory leadership.
- Conduct research, outreach, public engagement and other data gathering.
- Execute programs, outreach, events and educational awareness campaigns.

# Institute for Livable and Equitable Communities



The formation of the Regional Equity Initiative Sub-Committee (REI) and the Regional Livable Communities Sub-Committee (RLC) that will:

- Develop benchmarks, metrics and dashboards; evaluative processes.
- Create, gather and promote extensively resources, best practices and tools
- Provide technical assistance
- Determine resources necessary to accomplish strategic priorities.
- Represents and includes communities throughout the Miami Valley Region.



# Institute for Livable and Equitable Communities

The formation of the Regional Equity Initiative Sub-Committee (REI) and the Regional Livable Communities Sub-Committee (RLC) that will:

- Members of the REI and RLC will be appointed by the ISC.
- The total number of voting members of either the REI or RLC shall not exceed twenty (20). In special circumstances, the ISC may expand participation on either sub-committee on a temporary or permanent basis.
- Each Sub-Committee shall meet at least bi-monthly and provide summary reports of Sub-Committee work to each ISC meeting.
- Remaining members of the REI and RLC will include representatives from MVRPC member organizations, partner organizations, Institute funders, and community leaders. An effort will be made to ensure broad geographic representation of the Miami Valley Region.
- Each sub-committee member may be appointed for a term of two years and may be re-appointed for one additional term.
- The REI and RLC officers shall consist of a Chair, Vice- Chair and Secretary. The Chair will be a member of the ISC.

## **Temporary Sub-Committees, Working Groups or Task Forces**

- The ISC may establish other temporary sub-committees, working groups or task forces in order to meet a specific challenge.
- These temporary groups shall not be permanent, and must have limited scope and timeframe.
- These temporary groups shall be led by a member of the ISC, REI and RLC, as appropriate for the defined work of the group. Participants shall be comprised of individuals and organizational representatives committed to accomplishing the task of the temporary group. Participants will be solicited, not appointed.
- These temporary groups shall provide reports to the ISC, REI or RLC at each meeting during the temporary committee's tenure.

## Next Steps:

- **Review:** we invite your feedback, please respond by March 9, 2021
- **Finalization:** feedback will be reconciled by MVRPC staff and proposed bylaws will be forwarded to MVRPC legal counsel for review
- **Adoption:** bylaws will be presented to MVRPC Board for adoption later this spring