



LOS ALAMOS
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Charter for the 2021 Los Alamos Racial Equity and Inclusivity Task Force

Revised ~~6/29/2021~~7/12/22

I. Purpose

The Los Alamos Racial Equity and Inclusivity Task Force (“Task Force”) was created through an action of the County Council on March 30, 2021, when the Council formally adopted this Charter. The Task Force will serve as an advisory body to the County Council for the purpose of developing and recommending how the County can promote equity, inclusivity, and a feeling of belonging to the benefit of all and the betterment of the community. Providing a framework and forum for open and transparent discussions to understand and identify sustainable ways to continue progress towards this goal will be a key element of the Task Force’s efforts. This will be a working Task Force; members will be responsible for collaborating with each other and other stakeholders.

II. Scope of Work

The Task Force will provide a final report to the County Council prior to the expiration of this Charter that provides the results of the following specific tasks:

- Honing an overall perspective of racial equity and inclusivity throughout the community through:
 - Briefings and discussions with the Los Alamos Public Schools, Los Alamos National Laboratory, Los Alamos Police Department, Los Alamos Fire Department, Los Alamos Medical Center, Los Alamos County Community Services Department, other Los Alamos youth and social service providers, and community members at large via townhalls and surveys.
- Identify best practices that have already been developed by universities, industry, and other organizations, and could be applicable to promoting racial equity, inclusivity, and a feeling of belonging in the Los Alamos community.
- Engaging leaders in other towns/cities, including regional neighbors, to understand how the work of racial equity and inclusivity has been operationalized at the municipal level.
- Understanding where the county has discretion to advance racial equity and inclusivity, such as revisions to policies, practices, budget allocations, and program recommendations.
- Considering how the County can feed into and/or support efforts of the Governor’s

Advisory Council on Racial Justice.

- Drafting a vision and mission statement for racial equity and inclusivity in the County and mechanisms by which progress will be monitored.
- Proposing near-term actions to address immediate opportunities as well as longer-term efforts to promote sustainable progress and benefit to the community. Examples could include:
 - Starting from what has worked in other communities, agree on a shared language and understanding of terminology to use within the Task Force.
 - Identifying opportunities to integrate racial equity and inclusivity into routine operations.
 - Developing a draft racial equity and inclusivity action plan to address, develop, and implement policies and actions to ensure a more equitable and inclusive Los Alamos County community.
 - Creating, through collaborative efforts with other county organizations and community members, a forum for ongoing community conversations regarding racial equity and inclusivity that builds trust and reflects the genuine commitment to hearing and addressing concerns and ideas for progress.
- Engaging the community to obtain feedback on Task Force products before finalizing the report.

A mid-term progress report approved by the Task Force shall be presented to the Los Alamos County Council during the month of November 2021 at a regular meeting of the County Council.

III. Task Force Representation and Training

The Task Force will be composed of nine members appointed by the County Council through an application process. In appointing members, the County Council shall seek members reflective of the Los Alamos community regarding race, ethnicity and socioeconomic background. Task Force members will be individually appointed by the County Council after having submitted letters of interest. Task Force members shall participate in appropriate subject matter training, as determined by the County in consultation with the Task Force at the earliest opportunity. The subject-matter of the training is to support effective engagement with the community to understand issues and opportunities, learn from experiences of the other communities, and identify existing tools and strategies that could promote progress towards the overall goal of promoting inclusivity and a feeling of belonging to the benefit of all and the betterment of the community. Reasonable costs for this training shall be paid by the County.

IV. Charter and Member Terms

The term of this Charter shall expire ~~June 1~~July 31, 2022, and the term of each member shall run until the term of the Charter expires. If during the term of the Charter a member resigns or is otherwise unable to serve, Council shall appoint a new member to fill that member's remaining term.

V. Quorum

A quorum of the Task Force is defined as a simple majority of the appointed members of the Task Force. Task Force actions can be taken and considered valid only if a quorum has been established at the meeting.

VI. Resources

The County will provide staff responsible for coordinating the Task Force in meeting logistics and other needs. Other County staff may be available based upon identified needs or specific topics of discussion.

VII. Meetings

All meetings of the Task Force are subject to and shall comply with the New Mexico Open Meetings Act, NMSA 1978, Section 10-15-1 to 10-15-4, and shall adhere to the requirements outlined in the County's Resolution adopted annually pursuant to Section 10-15-1(D) of the New Mexico Open Meetings Act.

This task force [shall / shall not] utilize the LAC Orientation Manual for the Members of Boards and Commissions as guidance for roles, responsibilities and procedural rules.

VIII. Subcommittees

The Task Force may form subcommittees as needed. These may include content experts and interested parties. Subcommittee reports will be available to the public and presented to the full Task Force. All recommendations to the County Council should be that of the full Task Force, as indicated by a majority vote of Task Force members. The subcommittees may include persons not otherwise identified as a member of the Task Force. However, subcommittee membership does not convey an ability to vote on any recommendations. Subcommittee formation may be for the purpose of research, education, and outreach.