

CITY OF SOUTH BEND
PETE BUTTIGIEG, MAYOR
OFFICE OF THE MAYOR

CITY OF SOUTH BEND, INDIANA
EXECUTIVE ORDER NO. 02-2016

**ESTABLISHMENT OF A CITY-RECOGNIZED IDENTIFICATION CARD PROGRAM IN
FURTHERANCE OF THE CITY'S DIVERSITY & INCLUSION INITIATIVE**

WHEREAS, Inclusion means that every person is welcomed, valued, respected, supported, and connected to the broader community and that each person is given a place to achieve full potential so that all persons work well together; and

WHEREAS, Many of the City of South Bend's (the "City") most vulnerable residents currently suffer from the lack of government-issued identification, which restricts their access to City services, law enforcement, jobs, housing, home and workplace protections; and

WHEREAS, This Administration acknowledges that it is difficult or impossible for many of its most vulnerable residents to obtain government-issued identification; and

WHEREAS, Government-issued identification is necessary to access certain City services, programs, and benefits; and

WHEREAS, Many marginalized communities who are without government-issued identification may be afraid to report crimes to the police; and

WHEREAS, The City Administration establishes this policy to recognize alternative third-party identification cards, hereinafter referred to as South Bend ID Cards, in furtherance of its greater Diversity and Inclusion initiative; and

WHEREAS, Through the establishment of this policy, the City will foster inclusion and empowerment among those persons or groups who have been historically underrepresented and underserved by government, including but not limited to veterans, the homeless, adult survivors of domestic violence, the youth, the elderly, immigrants, the formerly incarcerated and those with a change in gender identity; and

WHEREAS, Through the establishment of this policy, the City will enhance public safety, where residents may produce the South Bend ID Cards as a valid form of identification during all interactions with City public safety officers; and

WHEREAS, An identification card policy will work to unify the City community, make it safer and more secure, and foster increased civic participation of all City residents; and

WHEREAS, Through the establishment of this policy, the City will improve resident well-being and provide residents access to those City services, programs and benefits that previously required government-issued identification; and

WHEREAS, The identification card policy will enhance efficient exercise of government; and

WHEREAS, The City Administration, its Departments, Commissions, agencies, and personnel will recognize and accept South Bend ID Cards as a valid form of identification, subject to certain exclusions enumerated under Section 2 of this Executive Order; and

WHEREAS, The City wishes to take appropriate measures, which will include implementing meaningful benefits and uses for the South Bend ID Card, and promoting acceptance of the card by public and private institutions, to ensure that the card is widely used and thereby of the greatest benefit to all City residents; and

WHEREAS, The City wishes to implement the South Bend ID Card policy at no cost to the City.

NOW, THEREFORE, by virtue of the authority vested in me as the Chief Executive and Administrative Officer of the City, it is hereby ordered as follows:

Section 1. *Definitions*

As used in this Executive Order the terms below shall have the following definitions:

La Casa de Amistad, hereinafter referred to as "La Casa," means the not-for-profit corporation that is engaged in providing social services and support to underserved communities in the City and is located at 746 S. Meade Street, South Bend, IN 46619.

SF Global, hereinafter referred to as "SFG," is a limited liability corporation that has contracted with La Casa to provide a third-party identification card, which the City adopts a policy to recognize.

South Bend ID Card, shall mean an identification card, issued by La Casa in accordance with the terms and conditions set forth in a previously executed agreement between La Casa and SFG, which the City adopts a policy to recognize as a valid form of identification and proof of City residence.

Section 2. *City of South Bend Administration, Its Departments, Commissions, Agencies, and Personnel*

- a. The City Administration, its Departments, Commissions, agencies, and personnel shall accept a South Bend ID Card in lieu of government-issued identification unless:
 - i. Such acceptance is prohibited by federal or state law; or
 - ii. Additional documentation is required due to federal or state requirements for the program or purpose for which the ID is presented to the City; or
 - iii. The City Department would be unable to comply with a condition imposed by a funding source, which would cause the City to lose funds from that source; or
 - iv. The City employee or Department has reasonable grounds to determine that the card is counterfeit, altered, improperly issued, or that the individual presenting the card is not the individual to whom the card was issued.

Section 3. *La Casa De Amistad and SF Global*

- a. La Casa and SFG have entered into an agreement, where SFG will provide La Casa with a turnkey solution to process applications for the issuance of a City recognized ID card and SFG will, for a fee paid by La Casa, handle on behalf of La Casa data management, card issuance, technical support, and customer services.
- b. The Agreement between La Casa and SFG has stipulated that the following information will be printed on the front of the card:
 - i. Cardholder full name
 - ii. Cardholder address
 - iii. Cardholder date of birth
 - iv. Unique 18-digit ID Number
 - v. Cardholder picture and signature
 - vi. Card expiration date
- c. The Agreement between La Casa and SFG has stipulated that in order to obtain a South Bend ID Card, applicants must provide proof of identity and proof of residency within the City.

Section 4. *City Policy Adoption*

- a. The City adopts a *policy* whereby it agrees to recognize ID cards issued by La Casa, provided that La Casa remains in compliance with Section 5 of this Executive Order.
- b. The City is not an additional party to the agreement between La Casa and SFG.

Section 5. *The South Bend ID Card*

- a. The South Bend ID Card shall display, at a minimum, the cardholder's photograph, name, address, date of birth, and expiration date. Such identification card shall be designed in a manner to minimize and deter fraud.

- b. The South Bend ID Card shall be available for purchase by any resident of the City, who complies with the policies, terms, and conditions as set forth by La Casa and SFG.

Section 6. *Promotion of South Bend ID Card*

- a. City agencies may require the possession of a City of South Bend ID Card to obtain benefits or privileges offered exclusively to those who possess a card as an incentive to apply for a South Bend ID Card. However, City employees and Departments shall not require the possession of a South Bend ID Card where identification is not already required to obtain City services.
- b. The City shall seek to encourage eligible persons to apply for the South Bend ID Card and shall expand the benefits associated with the card by promoting acceptance of the card by other public and private institutions.

Section 7. *Liability*

- a. In the enforcement of this Executive Order, the City is assuming the undertaking only to promote the general welfare and efficiency of government. It does not assume nor does it impose on its officers and employees, an obligation for breach of which the City would be liable in money damages to any person who claims that such a breach proximately caused injury.

Section 8. *Notice of the Executive Order*

The Clerk of the City of South Bend shall cause a notice of this Executive Order.

Section 9. *Effective Date*

This Executive Order shall become effective immediately upon execution.

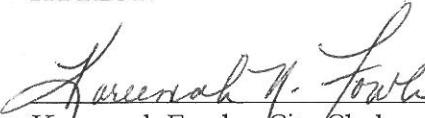
DATED this 16th day of December, 2016.

CITY OF SOUTH BEND, INDIANA

(Seal)


Pete Buttigieg, Mayor

ATTEST:


Kareemah Fowler, City Clerk

Approved as to Form and Legality:


Cristal Brisco, Corporation Counsel

