



**DRAFT -- WMSWCD Diversity, Equity and Inclusion Committee Meeting Summary -- DRAFT**  
**March 30, 2018, 10:00 am to 12:00 pm, WMSWCD Office**

**Attending:** Jim Cathcart, District Manager, Susan Weedall, Associate Director (Co-Chairs); Michael Ahr, Scott Gall, and Randi Razalenti (Staff); Alexis Millet (Nonprofit Association of Oregon)

**January 26th Meeting Summary:** No changes, approved.

**Equity Lens Update:** Scott used the lens to look at his soil health program and found it useful to think about the need to engage communities of color. Scott had trouble discerning the differences between some of the questions. Michael used the lens to look at his new understory seeding funding and realized he had only previously thought about landowners he already worked with. Michael then ran an ad in Skyline Ridge Newsletter and got some interest from new landowners. Michael was concerned that some language used in the lens may not be intuitive to those that have not been able to make all the trainings. Alexis said not to simplify the terms, but to create space to increase awareness and understanding of the complexities imbedded in the terms. The Equity Lens Working Group (Susan, Terri, Mary and Jim) looked at Board candidacy requirements along with invited guest Corrina Chase from the Columbia Slough Watershed Council. Working group concluded that the registered voter requirement could be a barrier to candidacy. Review of the requirements revealed that owning 10 acres of land is not a requirement for a zone candidate. An alternate pathway to zone candidacy is actively managing land of 10 acres or more. Another pathway to zone candidacy is to serve as an Associate Director and have an approved District Conservation plan. The working group observed the importance of identifying what can change in our District policies and what changes would needed to be advocated at the state level. **Next Steps:** Jim to update the draft equity lens based on the Committee's discussion (copy attached). Alexis to incorporate in the equity lens training how to help users discern the subtle differences in related questions and note follow-up actions for the program being evaluated. Alexis presented a draft of her equity lens training outline (attached). The Committee decided to lengthen the April 25th Equity Lens staff training (Board Members encouraged to attend) to 2 hours; the training will now be held from 3:00 to 5:00 pm. The training format will be a mock conversation by a small group applying the Equity Lens to the hiring process for the Field Interns. The mock conversation will demonstrate how to use the equity lens and will illustrate some of the challenges that come up during its use. Mary, Michael, and Scott will make up the small group. The group will choose the questions pertinent to the Field Intern hiring process and will feature these in the mock conversation. Alexis will facilitate the training and will engage participants regarding their observations on how the equity lens was used in the hiring process. Alexis will engage the full group about what they see as needed changes to the Field Internship program and hiring process used so as to ensure racial equity. **Next Steps:** Michael, Mary and Scott will meet to develop the mock conversation. Michael will also schedule when the small group can practice the mock conversation with Alexis. Randi will send a new calendar invite to staff and send Terri an email to remind her to update the Board at the April 11th Board meeting about the time change.

**Fiscal Year (FY) 2018-19 Annual Work Plan and Budget:** Jim reported that the budget is fiscally constrained and the Committee has only \$4,000 to work with for the upcoming fiscal year. The Committee discussed the plan of work and priorities, and how to prioritize the \$4,000 allocation for the diversity equity and inclusion cost center. Training remains a continuing priority. Alexis pointed out the need to have a formal staff capacity development plan to ensure everyone is grounded and has the awareness and understanding of the Committee's work. The Committee agreed to continue its focus on racial equity policy work such as completing the equity lens and developing an explicit policy for how to use it. The goal is to synthesize equity throughout all of the Districts work. **Next Steps:** Jim will compile the Committee's discussion in a draft FY 2018-19 annual work plan (copy attached).

**Updates:** Susan shared that the Intertwine Alliance's Common Ground Equity Initiative Peer Cohort group's last meeting was very productive. Randi reported that she, Laura, and Michael will be meeting on April 26th to discuss the recent Internship Program hiring process and will use the equity lens to guide the discussion. Jim and Randi reported that the talk by Juan Carlos Ocana-Chiu, Metro's Equity Strategy Program Manager, at the March 19th Tax Supervising & Conservation Commission quarterly financial meeting affirmed the District's approach to equity.

**Next Meeting (NOTE NEW DATE):** Friday, May 18, 2018, 10:00 am to 12:00 pm, WMSWCD Office.