

DRAFT -- WMSWCD Diversity, Equity and Inclusion Committee Meeting Summary -- DRAFT
November 30, 2018, 11:30 am to 1:30 pm, WMSWCD Office

Attending: Mary Logalbo, Susan Weedall (Co-Chairs); Jim Cathcart, Scott Gall, Renee Magyar, Randi Razalenti and Laura Taylor.

Welcome/Check-In/DEI Work Updates:

- Susan shared her perspectives from the book, *Thinking, Fast and Slow* by Daniel Kahneman. A lot of the author's points speak well to our equity work.
- Scott shared that he attended the Wisdom of the Elder's celebration event. Powerful circle ceremony used for attendees to express appreciation to outgoing Executive Director, Rose High Bear.
- Mary shared that she is currently taking a *Culture, Values and Leadership* class as part of her Executive Masters in Public Administration program at Portland State University. The class is using the book, *Culturally Intelligent Leadership – Leading through Intercultural Interactions* by Mai Moua. As part of the class, Mary interviewed Koffi Dessou, Interim Director, City of Portland Office of Equity and Human Rights on organizational leadership in diversity, equity and inclusion.

Approval of the September 28, 2018 Meeting Summary – Approved based on the track changed version distributed by Jim Cathcart prior to the meeting.

Oregon Watershed Enhancement Board/Verde/Forest Park Conservancy Restoration Partnership Update – Jim reported that Portland Parks and Recreation has joined the restoration partnership – which is key because the group's ability to provide year-round work for Verde crews anchors on Portland Parks and Recreation hosting the work as part of their Restore Forest Park campaign. The purpose of the project is to develop and adopt a Restoration Partnership Agreement that incorporates a new business model for securing restoration work for culturally responsive organizations such as Verde; as the traditional bid for services contractual model prevents the attainment of desired equity outcomes. Development of the Restoration Partnership Agreement is facilitated by consultant, Veronica Bañuelos and colleague Claudia Arana Colen. Funding for the project is provided through an Oregon Watershed Enhancement Board Capacity grant secured by the Forest Parks Conservancy. Topics to address are: (1) Professional Development and Training. (2) Provide Advocacy in the Field, (3) Multiple Year Project and (4) Destination Employers. The next meeting of the restoration partnership is Friday, December 14th.

Local Government Diversity Equity and Inclusion Coordination – Jim and Susan gave background on this meeting. The meeting is being instigated by Jay Udelhoven, Executive Director, East Multnomah Soil and Water Conservation District for the purpose of sharing local government agency activities with respect to diversity equity and inclusion. Besides West Multnomah SWCD, other invitees are: Port of Portland, Metro Regional Government, Multnomah County, Multnomah County Drainage District and the City of Portland's Office of Equity and Human Rights. Scott mentioned the opportunity of the group to serve as ready-made pool for bringing in outside perspective and participation to District diversity, equity and inclusion work.

Sauvie Island Cultural History Mapping Project – Jim passed out a one-page handout about this project prepared by the principal investigators, Eric Jones (Wilamit LLC) and Rebecca McLain (Portland State University). The project seeks to develop an on-line platform where folk could identify a geographic point of interest and log a story about their experience or relationship to that area. The project has received Oregon Cultural Trust funding. Eric and Rebecca are seeking to meet with West Multnomah SWCD, where West Multnomah would serve as a focus group for approaches to developing the project. The Committee expressed interest in serving as the West Multnomah focus group but felt that others from both the Board and staff should participate as well. Further, the Committee needs to get verification from Eric and Rebecca that they plan to conduct focus groups with a variety of interests and entities for Sauvie Island; especially the relevant tribal groups. **Action:** Jim to follow up with Eric and Rebecca to see if they can schedule the focus group on either Tuesday, January 15th or Tuesday, January 22nd.

Demographic Data Plan Update – Mary provided an update on her conversations with Shweta Moorthy, Coalition of Communities of Color, regarding the Scope of Work for this project. Their discussion centered on still not having a clear set of goals (outcomes) for this work. Mary will follow-up with Kammy regarding Kammy's suggestion to look at Metro's diversity equity and inclusion work regarding developing Specific, Measurable, Assignable, Realistic and Time-bound (SMART) tracking mechanisms for this work. Koffi Dessou and Judith Mowry (City of Portland, Office of Equity and Human Rights) have also been engaged to consult the District on this work. The Local

Government Diversity, Equity and Inclusion group could be an additional source for vetting our approach to this work.

Hiring Playbook Update – Laura and Randi reported. Phase I of the process for developing a hiring playbook was to update the timeline used for the Communication and Outreach Position into the “ideal” timeline based on the lesson’s learned from the Communication and Outreach hiring process. Providing the space for having “equity pauses” (i.e. application of the District’s equity lens or similar conversations) in the process was key. The Phase I timeline showed that realistically it will take 6 months to have to create the space needed to not unduly rush the hiring process. This means that future position vacancies will require workload trimmed back and reassigned or filled through a temporary mechanism so as not to rush the hiring process. The Phase I framework was reviewed and agreed upon by the Leadership Team. Laura (as Field/GIS Intern Supervisor) was tasked to further develop the Phase II framework -- organize the steps, identify roles and responsibilities (including gaining outside District perspective) as well as to define which steps would require a “equity pause” – meaning slowing down, making sure we are rested and apply the District’s equity lens – to confirm or modify key decisions in the hiring process (i.e., job announcement content, evaluation criteria, the selection of applicants for interview and the selection of the final candidate). Laura has also been tasked with developing a paired down version for use for the hiring of the 2019 Field/GIS Interns.

Training Update

- Board Equity Lens – Saturday, 10:00 am to 2:00 pm, January 26th (working lunch provided). Cliff Jones (formerly with Nonprofit Association of Oregon) will facilitate. The goal is to further develop the Board’s capacity to use the District’s equity lens. The lens will be applied to the eligibility requirements for Board Directors as part of a working meeting designed to help the Board gain better understanding of the requirements and perhaps develop recommendations for getting the requirements changed to encourage more equitable access to becoming a SWCD Board Director.
- Staff and Board Equity 101 Training – There is a need to repeat this training for new staff and the Field/GIS interns. Koffi and Judith are open to this – either for us directly or by allowing our new employees to attend other agency scheduled trainings – but nothing is yet confirmed. This also could be something that the Local Government Diversity, Equity and Inclusion group could consider developing. It was pointed out that there are some other sources of material (e.g., Metro diversity equity and inclusion training videos) than could be used to provide initial training for the Field/GIS Interns. This Committee could also develop a framework for having an initial diversity equity and inclusion conversation with the interns as part of their on-boarding – especially orienting the interns to the District’s organizational culture for diversity equity and inclusion.
- Affirmative Action/Tokenism – Mary is taking a pause on developing this after her interview with Koffi Dessou for her *Culture, Values and Leadership* class. The book *Uprooting Racism* by Paul Kivel has good material on this topic that Susan and Randi are researching and will share with the group. **Action:** Randi to purchase a copy of this book for the District.

Annual Work Plan Review – See attached copy of the District’s Annual Diversity Equity and Inclusion Work Plan.

Task leads gave an update on progress for each element. Highlights:

- New item – Biannual audit using the Coalition of Communities of Color Tool for Organizational Assessment with Respect to Racial Equity. Done in 2015, 2017 and now due in 2019. Susan willing to lead this effort. Group agreed to add this to the work plan.
- Renee indicated that the work on the website with respect to access to material by those with visual impairments as well as English language proficiency were to be deferred until an overall Communications Plan for the District is completed.
- The Committee repurposed \$1,500 originally set aside for hiring consulting resources to help with the Hiring Playbook to cover the costs of the Board Equity Lens training.

Website – Posting information about the DEI Meetings including posting the Agenda and perhaps posting the Meeting Summaries. Content included needs to be sensitive regarding materials and/or sensitive content in regards to any particular individual. The group should be deliberate about what we want to post as attachments. The meeting summaries are already available to the public via board report packets.

Next Meeting: Friday, January 25, 2019, 11:30am to 1:30 pm, WMSWCD Office.