

**DRAFT -- WMSWCD Diversity, Equity and Inclusion (DEI) Committee Meeting Summary – DRAFT  
February 9, 2021 1:00pm to 3:00 pm, WMSWCD Zoom meeting**

**Attending:** Scott Gall (Chair); Jim Cathcart, Jan Hamer, Mary Logalbo, Renee Magyar, Terri Preeg Riggsby, Randi Razalenti, Laura Taylor

**Welcome/Check-In/Announcements** – Terri shared that she went to the NACD board meeting last week, and that there are resources around DEI work that they are doing that Terri has shared with the DEI Committee via email.

Laura shared that the intern interviewees have been chosen for the upcoming internship and appears to be a diverse pool of applicants to interview that are well qualified. Laura also shared that she went to a conference called Rewild and this was an eye-opening conference with a lot of social justice aspects.

Renee reported that an article was sent amongst staff about tear gas found in soil at Cottonwood School because of being located next to Immigration and Customs Enforcement & related protests around this area. Renee and other staff are thinking about the District's voice of how to respond to this because this is a broad and complicated issue.

Mary shared that Indi is making progress on the *Whose Land is Our Land?* 1-pager and Mary will have a review draft by this coming Monday from Indi that Mary will share after Jim, Renee and Mary have a look.

**Approval of January 21, 2021 Meeting Summary** – Laura had one clarifier in DEI Related Tactics, Goal 1, Section 1 - this had mentioned that a supervisor for a DEI internship would likely be assigned by recruiting someone. Laura mentioned that another option talked about at the meeting was to have the regular intern supervisor be the supervisor and that someone from the DEI Committee would be the point-person for the work plan for this intern. No final decision was made at the meeting, and therefore not all options discussed made it in the minutes. To make it clearer, for the final minutes Randi will add "No final decision was reached with how a supervisor would be selected." The minutes were approved with the amended changes.

**2021/2022 DEI Initiatives Tracking Document (work plan)** – Scott explained that as items have become ingrained in others' work plans, they have been moved off of the DEI work plan. This work plan is to track initiatives of the DEI Committee and items that require funding will be documented as such. Items that list responsible staff should also be included on the staff's individual work plans. Jim encouraged the group to look at the new Long Range Business Plan (LRBP) draft goals and tactics to ensure we put any items that are in it that we want to see initiated. DEI Committee members were encouraged to increase time in their annual work plans for DEI work due to new initiatives.

Jim mentioned that the Advisory Committee that we had for the LRBP update might have some of the individuals on the upcoming Community Advisory Committee, but it will have a different purpose. The purpose of the Community Advisory Committee needs to start with DEI Committee and Leadership Team, and then to be taken to the Board. This needs to be a slow and deliberate process to do it correctly. The work for the DEI Committee for the upcoming fiscal year is going to be figuring out what the process for this Community Advisory Committee should look like. Consider coming to the Board in the fall to propose how this will look. Jan mentioned in his experience that an Advisory Committee has been more of an 'approval' type of relationship and recommends taking time developing this so the Advisory Committee does have time to contribute more meaningfully. Mary wants to take some time to discuss and document what was learned from the last Advisory Committee that helped with the LRBP update. Terri is willing to reach out to colleagues about what they have done in terms of an Advisory Committee.

The DEI Committee went through line by line of the draft work plan. Scott will work with Randi to figure out the budget needed for training. Translation services was taken off of this work plan to be included in the Communications work plan. Terri and Jan agreed with Randi's recommendation with adding funding to item #3 (Seek out partnership opportunities and steps that lead to diversifying the board and organizational Leadership), to ensure we have funding for facilitation with Cliff Jones as needed for difficult discussions that may be needed with the board, and to also add the facilitation itself to tactics. Mary suggested adding budget for Community Engagement Liaisons (CELs) that might be able to help with recruitment.

For Item #4 (Build and strengthen individual and organizational relationships with new and current partners representing historically underserved communities), Laura mentioned that if there are certain partners that we want to invest in a relationship, we should make certain actions to support this and possibly add specific partners as we see. Renee brought up putting in job descriptions for board members and having a DEI component. Jim has this on his to-do list, though this is a back-burner item at this point. If the DEI Committee would like to see a component on this, they can ask for Jim to do this and he will work with Terri to develop this. Mary mentioned that

in the new LRBP draft there is an approach in the current strategic directions to implement this work. The group had to stop reviewing due to timing. If folks had comments on the rest of the draft work plan, they were instructed to email Scott.

**Action item:** Scott will get the DEI Committee annual work plan put into the new format that incorporates the new LRBP and will send to the DEI Committee to give feedback on as able.

**Potential Performance Evaluation for DEI Activity in Employee Work Plans** – Scott shared the proposal from the Leadership Team for DEI activity being part of staff’s performance evaluations. Laura and Randi felt comfortable with the level that this is asking for. Terri felt this should be more ‘binary’ than the proposal as this might be difficult to rate. Renee noted that if the District is putting DEI items as a part of our initiatives, this might not be enough to have this as a pass/fail type of rating.

Terri brought up the time tracking app that she had recommended so staff can record and know how long items actually take. If you go beyond the minimum requirement, you might be doing more than what was budgeted for. Terri wants to ensure that staff are not overburdened and are able to succeed.

The group concluded to keep the three tiers as a trial, and to drop the word ‘personal’ as stated previously.

**Future DEI Committee Meetings/Times** – The DEI Committee will keep the timing of these meetings to every other month on the 2<sup>nd</sup> Tuesday of the month from 1pm-3pm.

**Action item:** Next meeting the DEI Committee will finalize the work plan to include as part of the packet for the Budget Committee meeting as needed.

#### **Action Items Review**

See above.

**Next Meeting:** April 13, 1:00pm-3:00pm

Notes taken by Randi Razalenti