



WEST MULTNOMAH
Soil & Water Conservation District

Diversity, Equity and Inclusion Committee Meeting Minutes

10 am – 12 pm, Monday, December 18th, 2023

Attendees: Lynn Barlow, Shahbaz Khan, Scott Gall, Lorrie Conway, Michelle Delepine, Eleanor Greene, Martina Avendano, Mary Logalbo, Jan Hamer, Sean Mauser

Minutes keeper: Mary Logalbo

10:00 am – Welcome/check-in/announcements – All

Lynn Barlow shared she met recently with Tim Greseth from Oregon Wildlife Foundation (OWF) and they discussed how OWF is considering taking on easement holding, which is great as there are not many organizations providing that service in our District. Mary Logalbo will be working with OWF as a new fiscal agent for West Willamette Restoration Partnership next fiscal year. Lorrie shared we are looking for budget committee members – there have been a few people that have expressed interest, but they're hoping to have more and to add diversity to our budget team.

- ACTION: A correction for future agendas was noted: The web link at the top before the word “agenda” is wrong, and should be changed to “Meeting documents will be available for inspection on the District’s webpage (<https://wmswcd.org/about/diversity-equity-inclusion/>)”

10:15 am – Review minutes from last meeting – All

Mary had a minor typo correction on the 2nd sentence under “Review minutes from last meeting” section, “The group that was referred to as Indigenous Allyship is now called the Collective for Indigenous land care, land access, and land back.” Mary also updated the group that the name has changed yet again after this meeting to “Land Care Collective.”

10:20 am — Ideas for upcoming staff and board DEI centered trainings - Scott /All

Mary spoke about new staff training opportunities and our organizational commitment to ensuring new staff equity trainings as is laid out in our long range business plan. Martina just took a helpful Capacity Building Training. Sean will look into City of Portland Equity 101 training

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for himself, Lynn, Lorrie, and Eleanor. Mary just came out of a meeting with Wisdom of the Elders and discussed a number of trainings to consider. Mary will reach out to suggested trainers, and the Intertwine Alliance to see who might be available to produce an all-staff training focused on ensuring a safe and inclusive environment when working with diverse workforce development field crews.

Martina shared the Equity 101 training materials have changed, and shared the following link to review these materials: "S:\DEI\Reference Materials\Training Materials\Equity 101 Training\Racial Equity Packet 6_14_2021.pdf"

- ACTION: Sean and Mary will look into training opportunities as is outlined above.

11:35 am – Review FY 23-24 budget and workplan and provide recommendations to admin, communications and conservation program leads for any DEI related projects and expenses - Scott / All

Scott presented this year's DEI workplan, and asked staff about what should be changed for next year. The group discussed needing a lead for the workplan items. Lorrie offered to reformat this, and post it on an online platform (SharePoint or OneDrive) for editing. The group discussed that while this work should also be captured in individual staff workplans, having a budget and an organizational workplan helps with accountability, tracking progress, and helping ensure staff engagement. Lynn and Lorrie, will oversee review of this workplan alongside their staff workplan reviews.

- ACTION: Lynn and Lorrie will oversee the development and implementation of the DEI workplan. This will include staff review and input on this plan during their workplan and budget development meetings.

11:35 am – Discuss process to develop and incorporate equitable funding/cost-share models into the delivery of our programs as outlined in our LRBP – Scott/ALL

We've been doing an equity lens review program by program, and it was discussed how this needs to continue. As a follow-up on our most recent staff equity-lens discussion, the committee has been asked to discuss how we might look at our overall funding and cost share models in an equitable way. This is a task we committed to reviewing within our long range business plan. Partner funding is greatly leveraging our dollars, and is doing tremendous work to extend our reach, and making inroads with new partners. In terms of our cost-share model, we can look at that, and scrutinize that more. We could make it more accessible with a sliding scale, and remove cost-share – a self-selecting model sounds like a good potential approach. Staff indicated they are open to looking at that, and to looking at how to remove barriers. We discussed that how we allocate our resources across different program areas is very dependent on what the individual program manager asks for and is not well-coordinated across the organization in regards to priority and some shared the distributions feel somewhat arbitrary. One related conundrum that's been discussed includes the continued funding prioritization of



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large rural tracts of land, many receiving repeat funding over the years, versus reaching constituents more constituents across the entire district that we have yet to directly serve. How do we dovetail our DEI priorities with other conservation initiatives was part of the discussion. It was discussed that the SWCD's mission of working with private landowners' limits what we might do around access to land for those that don't own property. Lynn suggested that it'd be great to have all the next steps/action items that have been pinpointed from this effort in one place. Scott will lead a process that compiles these next steps.

- ACTION: Scott will organize a document and facilitate a discussion to compile all next steps in one place.

11:45 am – Update on the DEI Data Analysis Internship – Mary / All

Mary shared Aurora Villa Juan joined WMSWCD's staff team as the Demographic Data Analyst Intern on January 8, 2024. In this role, Aurora is working with a Portland State University (PSU) demographic data analysis mentor, Sahan Dissanayake, and Mary to help the District gather, record, analyze, organize, and safely store information to help inform strategies that will further accountability to diversity, equity, and inclusion goals. This will include collecting staff and board demographic data.

Sahan, Mary, and Shahbaz recently met and discussed strategies and plan for the internship. Sahan shared how important developing trusted relationships with community members and follow-through with community services is in seeing new community members want to engage with an organization at a staff or board level.

Shahbaz is developing our demographic data map and that project will inform Aurora's analysis by learning about the District's demographics with more recent Census and school data.

Michelle asked if we will be overlaying Shahbaz's findings with our programming and events? It was discussed how doing that could definitely do this as part of our program equity reviews. Shahbaz is hoping to have results to share soon.

11:55 am – Action item review – Scott / All

- Trainings: Sean and Mary will look into training opportunities as is outlined above.

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- DEI Workplan: Lynn and Lorrie will oversee the development and implementation of the DEI workplan. This will include staff review and input on this plan during their workplan and budget development meetings. Lorrie will reformat the workplan and post it on an online shared platform like Microsoft Teams or OneDrive.
- Equity Lens Next Steps: Scott will organize a document and facilitate a discussion to compile all next steps in one place.

12 pm – Adjourn - Next meeting 3/18/24. Next Minutes keeper: TBD