



## Diversity, Equity and Inclusion Committee

12:30pm -2pm, Wednesday, September 11, 2024

Any person may attend the meeting, which are held in person at the WMSWCD office and online via Zoom. A meeting ID and password will be required to access the meeting. Interested participants may request the ID and password by emailing Eleanor ([eleanor@wmswcd.org](mailto:eleanor@wmswcd.org)), with the subject line “Request for Conference ID” no later than 5 pm the day prior to the meeting. The meeting can be joined for free directly from the conference link provided. Meeting documents will be available for viewing on the [District’s DEI web page: https://wmswcd.org/about/diversity-equity-inclusion/](https://wmswcd.org/about/diversity-equity-inclusion/) no later than 5pm the day prior to the meeting.

## AGENDA

**Minutes keeper:** Michelle

**12:30 pm** – Welcome, check in (all, led by Eleanor)

**12:50 pm** –Review minutes from last meeting (led by Scott) *No one had any corrections.*

**12:55 pm** — Discuss process for going over the equity parts of the Long Range Business Plan-overview of what we need to review before the next LRBP (led by Scott)

*Background: At these DEI meetings we are going to start getting into last LRBP to get ready for 2026-31 plan. Lynn expressed need to simplify and aggregate as much as possible. Revision not rewrite. Current business plan touches on DEI, including an entire section devoted to DEI. Goal is to bring attention to these items. Some of them may be completed, partially completed, dropped. Reviewed the process of writing the original plan—took two years and involved multiple stakeholder meetings, surveys, working with CELs, draft reviews etc. Written in 2021 with mostly a different staff. Could be things we missed.*

*Activity Description: Go down the DEI-related “tactic” items to see what tactics we have completed, etc. Each tactic is an onion to unpack and could easily get lost in just reviewing one item. Plan is to keep it a little higher level and assign a lead to dissect it more. SD 1 & 2 are centered on DEI, but DEI is embedded throughout the plan. Goal for today is to start making recommendations on what tactics to keep in the Strategic Directions or flag for needing more info (ie do we need to do a survey, etc). There are 73 DEI-related*

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*tactics. Keep it simple. Not related to tracking. It was suggested to think about how to measure success/track metrics possibly by rewording tactic, but goal isn't to reword tactics at this time—just refer for additional review. Do these have to be reviewed as a full committee or can we divvy them up? Let's try to see how many we can get through today.*

**1:05 pm** – Start on process of reviewing LRBP actions (from above agenda item) and equity plan next steps (Eleanor and Scott)

SD Tactics Discussion (Eleanor captured recommendations in spreadsheet):

1.1.a - Reviewed evolution of DEI committee from being tasked with defining a racial equity statement, to advising creation of LRBP, etc. Need to define what DEI meetings will be focused on specifically moving forward. Need to review Sept 2023 notes when this was discussed.

1.1.b - completed/ongoing, keep—is there a training “plan” or need to just delete “plan” from language. Having a 1:1 DEI training could make some feel more comfortable, especially those that identify as BIPOC.

1.1.c - this is important to operationalize DEI in our workplace—ongoing/continue. “Equity Lens Review” - discussion on whether or not this is for the work plan itself or the program level equity lens review. How often are these done? Every FY?

1.1.d - PSU did a similar report/event series so “events” were paused. Report gives a relevant review of what happened in our county. Worth everyone reading, new staff, etc. Make a part of a new hire packet. Refresh doc w/intern? Events: Reach out to PSU, EMSWCD, etc to assess need/co-sponsorship opportunities

1.1.e - Aurora (2024) focused on reviewing staff/board demographics and relating it to 2020 census data, and other items are still on wishlist. Consider having another DEI intern—group proposes keeping internship.

1.1.f - Need to check tracking (consider HAKI and Eena festival) and need to clarify whether this is for PUBLIC-facing events, not just for internal staff/board. Discussed supporting others doing this work vs leading our own events. Might be better to play supporting role or group up with other orgs. Do we need to increase the number of events we do a year?

**1:55 pm**—Decide on next meeting time and minutes keeper

*Do we continue have this committee be a WMSWCD board commissioned committee? Lynn will discuss with board. This would remove public notice requirement so we could meet more often and within staff meetings in order to take on the workload requirement (which is mostly staff-led). Consider having our LRBP tactics review be a working group that could then present to quarterly DEI committee meetings.*

*Next Meeting (“Working Group”)*

*Within Staff Meeting held on October 21, 9:30am - 11 am*

**2:20 pm**--Adjourn