



Cultural Diversity and Inclusion Task Force Meeting

Date:	April 27, 2017	Time:	1:00-4:00pm	Location:	HOA Room 231
Facilitator:	Angela Antenore		Note taker:	Betsy Swanson Hollinger	
Attendees:	Shawn Atin, Claudia Bautista, Erik Cho, Tabin Cosio, Jackie Griffin, Melissa Livingston, Joseph Moore, Jennifer Orozco, Barry Parker, Ramon Tejada, Staff: Jim Dembowski, Betsy Swanson Hollinger, Angela Antenore (consultant)				
Not attended:	Matt Smith				
Agenda Item	Discussion Summary and Agreements				
Welcome and Introductions	Dr. Ramon Tejada welcomed everyone, and introduced Angela Antenore, a strategic planning and diversity and inclusion subject matter expert and consultant				
Agenda Review	<p>Angela reviewed the agenda and the goals for the meeting:</p> <ul style="list-style-type: none"> A. Determine key goals, strategies and priorities of the D&I DITF for 2017-18 B. Discuss how to amplify efforts to practice inclusion and support employee engagement in the County of Ventura C. Prioritize and make recommendations for programs, projects and/or policies to support the internal workforce to practice inclusion and support engagement D. Agree upon roles for DITF members to implement and adopt practical strategies to support mentoring and engagement 				
HCI Diversity and Inclusion Conference Update	Betsy provided an overview of the 2 day D&I Conference and passed out a summary of the key take away. A web link to the conference presentations was also provided.				




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Introductory Activity	<p>Angela asked each member to speak briefly on member's: Name, Role in the County and:</p> <ol style="list-style-type: none">1) a suggested goal for the DITF for the next 12-18 months <p style="text-align: center;"><i>Or,</i></p> <ol style="list-style-type: none">2) A quick request for what they need to be a champion representing the DITF in their agencies and the organization – get clear on their role and what they can/will commit to <p>Responses included:</p> <ul style="list-style-type: none">• Understanding your own biases• Not just using D&I as buzz words but being a leader that demonstrates D&I in action• Taking back a system to implement with team members, that is clearly defined and accessible to understand• Setting goals and objectives, thinking outside of the box• How to be a more inclusive and engaging manager and actively engage employees• Bring back better recruitment strategies; recruiting for Spanish speaking; as candidates come but don't stay• Get more comfortable being uncomfortable• Empower our managers to make change, be a model for vulnerability, feedback and effective change making• Actionable programs that are fair• More self-awareness• Increase the communities perception that COV is able to move D&I to an area that makes a difference and is sensitive to community perspectives
Ground Rule setting	<p>Ground Rules:</p> <ol style="list-style-type: none">1. Be curious2. Listen with ear, mind and heart3. Allow different voices to be heard4. Have a bias toward action5. Use consensus strategically6. Be courageous in the group7. Model active engagement8. Have fun



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<p>Discussion of Assumptions and the Logic Model</p>	<p>Angela walked the group through the logic model: Logic Model/Theory of Change</p>  <pre> graph TD Mission[Consider the MISSION] --> Assumptions[Assumptions Why] Assumptions --> Measures[Measures Evaluation] Assumptions --> Impacts[Impacts Outcomes] Measures --> People[People Who] Impacts --> Strategies[Strategies How] People --> Strategies </pre> <ul style="list-style-type: none"> • Need to start with why, and define what we want to do • Need to measure what we do • Needs to be “adaptive” for adaptive challenges, and iterative <ul style="list-style-type: none"> ○ Some ideas will be technical and some adaptive ○ Adaptive will take longer to see and measure • Task Force will be around as long as it’s relevant, be a listening board and self-generating • Growing the Task Force needs members to be ambassadors and bringing new people in over time will make the changes more sustainable • Most effective D&I work is not stand alone, but imbedded into an organizations regular practices <p>Next meeting confirm voluntary or mandatory training.</p>
<p>Ideas for Action: Outcomes</p>	<p>Discussion on ideas for action:</p> <ul style="list-style-type: none"> • Hiring, promotional practices and systems to support managers • Onboarding/orientation, include a culture of engagement for new employees • Mentoring/coaching • Training • Creating a culture of inclusion and engagement for all employees • Support managing issues when they arise • ID “Best Practices” across departments • Keep the community in mind • Look at manager demographics



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Strengths, Weaknesses, Opportunities and Barriers	Task Force members did a round robin and wrote up on the poster paper the following strengths, weaknesses, opportunities and barriers	
	<p>Strengths:</p> <ul style="list-style-type: none"> • County training programs • County is diverse • Supportive leadership • Full service County • Desirable location • Value of empowered workforce • Employee engagement with the mission • Willing to engage and stretch 	<p>Opportunities:</p> <ul style="list-style-type: none"> • Exemplary leader/model for others • Huge opportunity to attract talent • Responsive to community service needs • Leverage Task Force and Technology • Keep informed by community on progress • Improve recruitment screening and testing
<p>Weaknesses:</p> <ul style="list-style-type: none"> • Size of the county and geographic locations • Hiring and promoting like mindedness • Timeliness of recruiting and marketing • We don't know our weaknesses • Silo'ed organizationally limits the values of ideas, innovation and creativity • Tools and processes can be inflexible and ridged- "limiting" • Civil service requirements/critical view 	<p>Barriers:</p> <ul style="list-style-type: none"> • Public perception of government • Own mindset/not self-aware • Not thinking globally • Demographics of County • Past practices • Unions • Lack of diversity in leadership • Manger's habits 	



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Final selection of two Ideas for Action:	<ol style="list-style-type: none">1. Screening/Hiring/Promotional Processes (for incoming/new staff) : Mel, Jennifer, Joe, Barry2. Engagement (all staff): Jackie, Tabin, Claudia, Erik <p>Specifically, in preparation for the next meeting of the DITF each group will report out about these key themes:</p> <ol style="list-style-type: none">1. What existing approaches/efforts are thought to be strengths - effective methods approaches to support efficient and effective screening / engagement.2. What potential obstacles/weaknesses were identified by your groups which may detract from effective and efficient screening / engagement. <p>Please submit input in writing to Betsy by Friday May 26th.</p>
Next Meeting:	Thursday, June 1 9:00 AM-12:00 PM HOA Atlantic Con. Room