



Diversity and Inclusion Task Force Meeting

Date:	November 15, 2017	Time:	9:00-11:00 AM	Location:	Atlantic Con. Room
Facilitator:	Betsy Swanson Hollinger		Note taker:	Betsy Swanson Hollinger	
Attendees:	Shawn Atin, Claudia Bautista, Tabin Cosio, Rosa Gonzalez, Jackie Griffin, Melissa Livingston, Jennifer Orozco, Barry Parker, Ramon Tejada, Staff: Betsy Swanson Hollinger, Matt Escobedo, Matt Smith				
Not attended:	Erik Cho, Joseph Moore				
Agenda Item	Discussion Summary and Agreements				
Welcome, Agenda Review	<ol style="list-style-type: none"> 1. Dr. Tejada and Betsy welcomed everyone, and did a review of the agenda 2. Betsy asked for comments or feedback on the meeting minutes from 9/28/17- no edits surfaced 3. Round of Introductions for Rachel Linares, our internal specialist in Unconscious Bias 				
Harvard Implicit Assessment Test Debrief	<p>Discussion of the Harvard IAT, what it means what it does not mean. Project Implicit is a non-profit organization and international collaboration between researchers who are interested in implicit social cognition - thoughts and feelings outside of conscious awareness and control. The goal of the organization is to educate the public about hidden biases and to provide a “virtual laboratory” for collecting data on the Internet. Implicit bias is automatic, it does not necessarily align with one’s declared beliefs. One can be clear on their beliefs and unconsciously pair meanings. The brain uses short cuts; it’s a part of being a human being but we do have responsibility to minimize when the bias impacts behavior and someone is treated unfairly. The test has some limitations on its reliability; when the same test is retaken, different results can occur; one can “game” the test. General comments on experiences with the test:</p> <ul style="list-style-type: none"> • Tests on race, age, religion, presidents, disability and weight were taken. Some tests showed no preference for certain groups while others experienced preferences for old or young people. • Test was provocative when a preference was shown and helped the tester become more self-aware of their bias • Having Unconscious Bias training before the test was very helpful in understanding the results and the negative self talk that can result of taking this test • Experiences were shared about how bias has shown up recently and having understanding of the concepts helped Task Force members navigate the conversation about bias in a healthy manner 				



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Harvard Implicit Assessment Test Debrief	<p>Larger discussion on the implications for the organization, including:</p> <ul style="list-style-type: none">• Not recommended countywide• Possibly recommended for special groups working through a specific issue or difficult situation• Could be part of Nuts and Bolts but take Unconscious Bias training before as a pre-req for the IAT, then have a debrief• Anytime the test is taken, a workshop on Unconscious Bias should be a pre-req.
Methods/Strategies: Marketing Mentor Program	<p>Discussion of electronic and in person marketing strategies for the Mentor Program.</p> <ul style="list-style-type: none">• Build a website to host the application documents and Program information• Perhaps Clerk of the Board staff Brenden or Jessica could help manage it• Eblasts to go out in stages: Execs and Deputy letter, flyer to mangers, then program launch information• Could use Management Council newsletter <p>In person Marketing:</p> <ul style="list-style-type: none">• Betsy will draft a letter to send out to execs letting them know the TF is serving as a Speakers Bureau to market and engage in discussion on the Mentor Program.• 2 TF members will go out at a time and paired by Betsy. Intention to not pair a member with their own Agency but diversify. This creates transparency, visibility and amplification in messaging the mentor program. The powerpoint used for the Exec presentation will be the template but is customizable per dyad presenting <p>Brief discussion on how to evaluate the program so issues/gaps can be addressed for future cohorts:</p> <ul style="list-style-type: none">• Qualitative feedback• 6 month post program impact survey



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Current D&I Activities in COV

This section of the meeting was designed to share strategies that can be adopted as best practice models in COV. Each of the following practices could be posted online for others to copy and implement as best practice models in their agencies:

1. Melissa provided an overview of the HSA's Admin Department Town Hall Meeting titled: **We ALL FIT IN**
 - 2 hour meeting, with several activities for team member to identify and get grounded on how they are "all in" to the mission of their work.
 - Video documentary shown interviewing diverse staff on why they are "all in" at HSA to give a qualitative approach
 - All In award went to the Workforce Development Team, which had been silo'ed, This created an impact in how others then treated the members of that team in a positive appreciative way thereafter.



2. Barry showed his motto for his Battalion written on a fire hose:
3. Tabin shared the Building the Foundations to Connect Us project.
 - 3 sessions over 3 days
 - Each group was made up of ambassadors of the division's mission, and were not management. Each presentation demonstrated how that division connects with the other divisions in Public Works to send a message of connectivity and inclusion
4. Jennifer shared her RMA division is creating a new mission statement. All were included and invited to send their versions and many had never been asked before. Including others in this process brought new levels of engagement and participation at work.
5. Jackie said the Library developed the motto: "Explore, Discover, and Connect" similar to RMA's process.
6. Melissa shared the County is adopting an online information management system that would allow stakeholders, employees, community partners to provide feedback, suggestions on our county systems and services. This would allow for voices to be connected as in an online forum. The system may have monthly themes such as "How to End Homelessness" or "Economic Vitality" where community partners, employees and stakeholder post their ideas. D&I could be a theme one month.



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Finalizing Others Ideas for Areas the Task Force could address	Establishing a form online to capture the following: <ul style="list-style-type: none">• What is the topic you would like addressed?• What is your idea that is a solution for the topic?• Are you willing to give a brief presentation to the TF? <p>Betsy will draft a form and circulate it for review</p>
Next Meeting:	Thursday, March 8 th 2:00-4:00 PM HOA Room 231