



**COUNTY OF VENTURA – LEARNING AND DEVELOPMENT CEO-HR**

**Cultural Diversity and Inclusion Task Force Meeting**

<b>Date:</b>	September 19, 2019	<b>Time:</b>	1:00-3:00	<b>Location:</b>	HOA Room 231
<b>Facilitator:</b>	Shawn Atin		<b>Note taker:</b>	Betsy Swanson Hollinger	
<b>Attendees:</b>	Shawn Atin, Claudia Bautista, Erik Cho, Rosa Gonzalez, Jennifer Orozco, Barry Parker, Ramon Tejada, Rebecca Willhite Staff: Betsy Swanson Hollinger, Matt Escobedo				
<b>Not attended:</b>	Tabin Cosio, Melissa Livingston, Marcus Mitchell, Joseph Moore, Matt Smith				
<b>Agenda Item</b>	<b>Discussion Summary and Agreements</b>				
<b>Welcome, Agenda Review and Introductions</b>	Betsy welcomed everyone, and did a review of the agenda and meeting minutes. Beckie Willhite will be added as present on 6/27/19 meeting				
<b>Mentor Program: Cohort 3 update</b>	Betsy provided a brief overview of the Mentor Program in its 3 <sup>rd</sup> cohort. Applications have been open since 19 and are being extended to Sept. 20 <sup>th</sup> . There are over 35 Mentors in the pool and only 21 Mentee applicants. We will make a few more personal calls to leaders or possible Mentees. The personal outreach to the Mentors definitely helped expand the pool to over 35 people. This cohort will get the option for the EQ assessment and run from mid October to Mid March.				



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<b>Framework to Develop Application, Exam and Interviewing skills</b> Subcommittee Report Out	<p>Matt provided an overview of the Subcommittee that met on Aug. 28<sup>th</sup>. Next meeting will be on Oct. 10<sup>th</sup>. Many ideas and current best practices were shared. We are doing many great things already but there is not a forum to share what individual agencies are doing and share strategies.</p> <p>The goals of the Workforce Development Program are:</p> <ul style="list-style-type: none"><li>• To educate prospective candidates and the public about the origin and structure of our recruitment and selection processes to promote transparency and allow better candidate preparation.</li><li>▪ To provide specific tools, guidance, and resources necessary to increase the likelihood that prospective candidates' performance during the selection process is reflective of their true capabilities thus promoting diversity.</li></ul> <p>Discussion of having some early wins and then sharing those wins with across the county is beneficial to promote our work and help others see the value the Diversity and Inclusion Task Force add to the organization. Matt is collecting resources then the Oct. 10<sup>th</sup> meeting will be how to prioritize all the ideas and disseminate the current resources.</p>
<b>Diversity and Inclusion Learning</b>	<p>1. Developing Cultural Competency Online leaning on LIL: status A discussion on the pros and cons of making this class mandatory vs. voluntary. Pros: everyone would take it and have language around inclusive/exclusive, personal cultural identifiers and the skills when someone unintentionally offends another, how to go back into the conversation and rebuild trust. Cons: when cultural competency and inclusion training becomes mandatory, people can enter with resentment, be hostile learners, etc.</p> <p>Possible strategies:</p> <ul style="list-style-type: none"><li>• Make the online class mandatory for all new employees. After their 2 day NEO, the expectation is that we are learning organizations with a large value on Diversity and Inclusion. This places action around our value.</li><li>• Merge it with the Discrimination Prevention refresher. It matches the content for this class, however due to the state laws, this class is front loaded with Sexual Harassment information that cannot be distilled down or removed any more that it has.</li><li>• Merge with the online Workplace Security refresher to make a 2 hour total learning time. 1 hour WSR and one hour Developing Cultural Competency and Inclusion.</li><li>• Make a trailer for the class and then send the eblast out</li></ul>



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<p><b>Diversity and Inclusion Learning</b></p> <ul style="list-style-type: none"> <li>• Learning events for raising awareness of D&amp;I platforms- ex. Non-binary gender seminar- Public Defender Office update</li> <li>• Ideas for marketing the “Idea Form”</li> </ul> <p><b>NOTE:</b></p>	<ol style="list-style-type: none"> <li>2. Library: Subcommittee Update: of the 4 resources reviewed only the first one is fine to move to the library as is. The others need to be removed and the TED Talks separated to remove the Iranian American talk</li> <li>3. Approval to purchase Race the Power of Illusion. 3 part series. Part 3 was shown at the June 27, 2019 meeting with great interest and support to purchase the DVD series</li> <li>4. Learning Events to promote awareness of Diversity and Inclusion Issues: Update from Claudia Bautista and the Public Defender’s hosting of a Transgender and Non-binary workshop that was mandatory for all PDO staff. Due to its mandatory nature, some PDO employees were resenting having to go, but they all changed their mindset after the session. All who attended found it valuable, meaningful and useful, especially around how to use the correct pronouns for an employee who identifies as non-binary. Discussion about having Scott Schofield come to a large venue in our county, possibly the Ventura Office of Education. Can start by offering seminar to managers but it may be more impactful to open it on a first come first serve basis.</li> </ol> <p>Here is a summary of Scott’s work: With extraordinary skill and compassion, in his workshops and presentations Scott Turner Schofield meets every individual exactly where they are on their knowledge of gender, biological sex, and sexuality, and facilitates their own expansion on these topics. He co-creates the conversation with each audience group, blending his expertise as a trans advocate with the pace of the conversation taking place in the room, opening hearts and minds to topics like gender diversity, gender identity based laws and protections, customer service best practices, <b>and</b> issues faced by the transgender community.</p> <p><b>5. Ways to market the Idea Form are tabled to December’s meeting</b></p>
<p><b>EEO Plan Update</b></p>	<p>Emma Armstrong presented the EEO update. See attached powerpoint. Key points from the presentation are: The County is committed to equal employment opportunity.</p> <ul style="list-style-type: none"> <li>• Utilization Report compares County’s workforce to available Community Labor Force.</li> <li>• While over- and under-representations exist, on the whole the County of Ventura is representative of the community we serve.</li> <li>• The County engages in outreach to ensure a diverse candidate pool.</li> <li>• EEOPs are required to receive federal funds.</li> <li>• Recruitments are merit-based and based on qualification standards.</li> </ul>
<p>Viewing: <b>Once &amp; For All: Stopping Sexual Harassment at Work</b></p>	<p>Tabled to the Dec. 19<sup>th</sup> meeting or before</p>
<p>Next Meeting:</p>	<p>Friday, Nov. 15 2:30-4:30 and Thursday, December 19<sup>th</sup> 2:00-4:00 HOA Room 231</p>