



COUNTY OF VENTURA – LEARNING AND DEVELOPMENT CEO-HR

Diversity and Inclusion Task Force Meeting

Date: February 28, 2020 Time: 2:00-4:00 Location: HOA Room 231

Facilitator: Shawn Atin Note taker: Betsy Swanson Hollinger

Attendees: Shawn Atin, Ashley Bautista, Erik Cho, Rosa Gonzalez, Marcus Mitchell, Jennifer Orozco, Barry Parker, Ramon Tejada Staff: Betsy Swanson Hollinger, Matt Escobedo, Matt Smith

Not attended: Claudia Bautista, Melissa Livingston, Joe Moore, Beckie Willhite

Table with 2 columns: Agenda Item, Discussion Summary and Agreements. Row 1: Welcome, Agenda Review and Introductions; Review of new County logo. Discussion Summary: Dr. Tejada welcomed everyone... The logo has a picture of agricultural fields, rolling hills, a small view of the ocean, and a very large hawk soaring above the landscape.



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**New Mandatory Training roll out: Developing Cultural Competency and Inclusion**

**Curriculum module development for Residents Who Have Disability, Access, and Functional Needs.**

1. Betsy summarized the new training the Task Force initiated 3 years ago is now rolling out as a mandatory class. Most will take it online in the 1-hour version but the 4-hour version is available as an instructor led version. The online class is accessed through LinkedIn Learning and the pathway information was emailed countywide. CEO-HR Learning and Development team are tracking and transferring the completions from LIL to VCHRP.
2. Betsy presented an overview of the curriculum slides to be added to the Developing Cultural Competency and Inclusion classes. This covers more detailed information about the DAFN including the following list below. The content will expand to their unique needs and why people with the DAFN designation are important to make visible and what we need to consider to make them feel included. A brief discussion on perhaps placing this into the discrimination and sexual harassment prevention class. However, many of the DAFN categories are not protected by law. This could blur the lines for learners thinking that being low income or having transportation issues are protected by law. We don't want the slides to set up management with situations they need to accommodate but are we are not legally responsible to accommodate. A tricky area is the mental health slide which says stressful work experiences can impact those with mental health issues. Some with no history of mental health issues can have suicidal tendencies due to work stress. This can be perceived as needing to move an employee to new supervisor because the employee claims it stressful/triggering. Best to leave it in the Developing Cultural Competency and Inclusion class. Task Force members were encouraged to email me with their recommended changes. Refer to the powerpoint for the full details of what was presented. In general the content is useful but needs to be shortened. Here is a summary of those with a DAFN designation.

People with DAFN life circumstances are a wide grouping of people in our community and even in our workforce. We are specifically looking at how they can have equal access to services, support and information to ensure their safety, wellbeing, self-reliance and independence. It includes people in the following groups:

- Developmental or intellectual disabilities
- Physical disabilities
- Chronic conditions
- Injuries
- Limited or no English proficiency
- Age, including older adults and children
- Living in institutionalized settings
- Low income
- Homelessness
- Pregnant
- Transportation disadvantages, including dependency on transportation



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<b>Workforce Development Program: Update</b>	Matt went through the summary powerpoint of what the subcommittee has accomplished. There were short term recommendations to update the website, incorporate videos into the job bulletins, send announcements out about resources, and possibly remove paper applications. Long term recommendations are to institute a training on application submission, preparing for oral exams and selection interviews, establishing rater pools, a complete applicant guide and reconfiguring job announcements. There was a discussion on removing all paper applications from the process due to several reasons: those who submit paper are less likely to be successful, they account of only 3% of applications, we can create a culture where applicants are encouraged to use technology. Some thought this would not be as inclusive to those without a computer or internet access and goes against the Task Force mission on being inclusive. This will be further explored and no definitive step was recommended.
<b>Other Business Items</b>	<p><b>Task Force New Member Discussion</b> There is an opening for a new member. Tabin Cosio has stepped down. The Task Force recommended to collect nominations in two ways: 1) to send an invitation to the Agency heads who do not have a TF representative and 2) for TF members to submit names of individuals</p> <p><b>Mentor Program</b> The 3<sup>rd</sup> mentor cohort is coming to an end this March 31. The program overall has been well received and the addition of the EQ assessment was overwhelmingly positive.</p> <p><b>Diversity and Inclusion Awareness Symposiums-</b> this item was tabled to be decided through email follow ups after the meeting. Scott Scofield who presented to the Public Defender’s on Transgender identity cannot speak on behalf of LGBTQ. We are looking for a generalist LGBTQ for the symposium. We received a proposal from Sahar Andrade to give the opening symposium on why D&amp;I matter in organizations.</p> <p><b>Review of poster-</b> this item was tabled to be decided through email follow ups after the meeting</p> <p><b>Pin selection-</b> Task force voted to buy up to 4500 pins.</p>
<b>Next Meeting:</b>	Thursday’s in room 231  April 30 2:00-4:00 July 30 2:00-4:00 Oct. 22 2:00-4:00