



COUNTY OF VENTURA – LEARNING AND DEVELOPMENT CEO-HR

Diversity and Inclusion Task Force Meeting	
Date: June 18, 2020	Time: 10:00 a.m. – 12:00 p.m.
Location: CEO-Channel Islands Conference Room and via Zoom	
Attendees:	Shawn Atin, Claudia Bautista, Erik Cho, Rosa Gonzalez, Melissa Livingston, Marcus Mitchell, Joseph Moore, Jennifer Orozco, Barry Parker, Michael Powers, Dr. Ramon Tejada, Rebecca Willhite Staff: Ashley Bautista, Matt Escobedo, Dr. Sevet Johnson, Danielle Keys, Matthew Smith
Not attended:	
Facilitator:	Dr. Ramon Tejada
Agenda Items	Discussion Summary and Agreements
Welcome	Dr. Ramon Tejada welcomed those in attendance.
Agenda Review	The Task Force members reviewed the agenda.
June 3, 2020, Meeting Minutes Review	The minutes for the June 3, 2020, meeting were approved with one correction.
Town Hall Discussions Debrief and Action Items	<ul style="list-style-type: none"> • The Task Force reviewed the Town Hall Discussions held on June 10 and 12, 2020. • Mike Powers thanked the panelists Marcus Mitchell, Claudia Bautista, and Dr. Sevet Johnson, also Monique Nowlin who facilitated, and HR staff for all their great work in putting together the Town Hall Discussions. Now it is time to get to work and turn the good discussions into action. • The Task Force considered having additional Town Hall Discussions with more employees. • Mike Powers indicated that the purpose of the Task Force is not to be top down. It has to come from the employees. We have to listen. • Feedback from the Town Hall Discussions is that employees want to engage in these conversations and be able to give input to the Task Force. • The Task Force discussed having a professional facilitator and/or speakers. • Marcus Mitchell said it is important to develop a strategic plan first and proposed selecting a subcommittee to work on the planning. • Mike Powers suggested consulting with EAP and Learning & Organizational Development as they can do facilitation and have conflict resolution skillsets. Matt Escobedo has been asked to be our administrative leader on these issues. We need to look at the cultural aspects, have safe spaces and accountability. We are all ambassadors for the County in every interaction we have with the public. The Sheriff is eager to



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	<p>participate in these discussions. Regina Crawford of the NAACP would also love to be involved in this. Our Board of Supervisors is very supportive of this work and the Supervisors are eager to participate.</p> <ul style="list-style-type: none"> • The Task Force discussed the important of creating a safe space for these discussions. • Jennifer Orozco mentioned that it is important to circle back and report on the comments and the actions we plan to take following the Town Hall Discussions. • Marcus Mitchell assured his staff that he has an open-door policy. It is important to let your staff know that they have permission to speak and that is the culture here. He also mentioned a valuable TED talk on this issue. • Mike Powers said that we need the tools to get that engagement going so that the defensiveness is dropped. • Danielle Keys suggested an outsider might not know the culture or language that works here with our workforce and County staff might be best for facilitating discussions. • Melissa Livingston described the Human Services Agency’s peer groups of healing circles who have been trained for dealing with trauma. <p><u>Action Items</u></p> <ul style="list-style-type: none"> • HR will develop a schedule of future events such as Town Halls and/or speakers. • Enhance the library and promote the website; increase training opportunities. • All those interested in being on the planning subcommittee send an email to Matt Escobedo. • Formulate the intent of the subcommittee. • Marcus Mitchell will share his talking points for his staff with the Task Force.
<p>New Member Nominations and Selection</p>	<ul style="list-style-type: none"> • The Task Force discussed the make-up/numbers of membership. • Mike Powers stated that the original spirit of the Task Force was not to be top down and asked how to increase diversity without getting too large to be unwieldy. • Shawn Atin said it is important to include a sworn officer from law enforcement on the Task Force. • Marcus Mitchell suggested forming an advisory council to the Task Force and recommended the book <i>Structure and Practices of Nonprofit Boards</i> for guidance. • Claudia Bautista suggested looking at the size of the agencies when considering adding members to the Task Force. • Erik Cho proposed term limits for the Task Force members. • Shawn Atin proposed limiting the Task Force to 20 members. He also described the membership nomination and selection process. • Rebecca Willhite posed the question of how to be diverse and inclusive on the Task Force, and including white men. • Mike Powers pointed out that someone in the Town Hall Discussion said racism is not going to stop being a problem until white people acknowledge it is a problem. We should include them as part of this process, so we can hear them, and they can be part of the solution. He said that every fiber of his being is supportive of



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	<p>the work to be done on the Task Force, but he does not want it to be top down. He wants the Task Force to talk and tell us what they think. He needs to hear if he has a bad idea.</p> <p><u>Action Items</u></p> <ul style="list-style-type: none"> • Form a subcommittee to discuss the size and membership of the Task Force. • Consider an advisory council with a chair and co-chair who have seats on the Task Force. • Consider staggered term limits of two years for Task Force members. • Interview the nominated individuals next time.
Connection to Culture Webinar – Ventura County Children and Family Services Webinar Series	<ul style="list-style-type: none"> • Rosa Gonzalez discussed including indigenous employees on the advisory council. She also described a webinar training series, done by a UCLA professor who is Mixteco, about the different cultures and languages represented by our local population. • Matt Escobedo would like to take the training with Rosa Gonzalez. • Erik Cho would also like to take part if there is a health care aspect to the training.
Next Meeting	To be scheduled in the next week.
Minutes By:	Jennifer Holst

Minutes approved on June 26, 2020.