



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

Diversity and Inclusion Task Force Meeting	
Date: July 30, 2020	Time: 10:06-11:33 a.m.
Location: CEO-Anacapa Conf. Rm. & Zoom	
Attendees:	<u>Task Force Members:</u> Shawn Atin, Ashley Bautista, Claudia Bautista, Erik Cho, Stuart Gardner, Lisa Griffiths, Rosa Gonzalez, Dr. Sevet Johnson, Danielle Keys, Melissa Livingston, Joseph Moore, Jennifer Orozco, Barry Parker, Jose Rivera, Cynthia Salas, Selfa Saucedo, Dr. Ramon Tejada, Rebecca Willhite <u>Staff:</u> Matt Escobedo
Absent:	Marcus Mitchell, Monique Nowlin
Facilitator:	Dr. Ramon Tejada
Agenda Items	Discussion Summary and Agreements
Welcome, Agenda and Minutes Review – 07/13/20	<ul style="list-style-type: none"> • Dr. Ramon Tejada started the meeting and welcomed those in attendance, including new members. • The Task Force reviewed the agenda and draft minutes from the July 13, 2020, meeting. • The July 13, 2020, minutes were approved upon motion by Matt Escobedo and second by Shawn Atin.
Diversity & Inclusion Task Force Action Plan Update	<ul style="list-style-type: none"> • The Task Force discussed a speaker series. The following names were suggested: <ul style="list-style-type: none"> ○ Dr. Jaiya John ○ Dr. Frank Barajas ○ Mr. Byron Ward ○ Scott Turner Schofield, who spoke to the Public Defender’s office. ○ Dr. Diane Kellegrew as a facilitator • Suggestions for topics: <ul style="list-style-type: none"> ○ Sexism in the workplace/discrimination against women. ○ How we serve our transgender population and LBGTQ community. ○ How to make changes. • Melissa Livingston offered sponsorship of a speaker by the Human Services Agency (H.S.A.) and challenged other agencies/departments to do the same. She also suggested asking Management Council to help with the costs. • Suggestions for a speaker series: <ul style="list-style-type: none"> ○ The events occur at a time convenient for employees to attend. ○ Leadership support attendance. ○ Record the talks so they can be available to watch at a later time. ○ The series be monthly to start. ○ County employees or community members be able to give feedback afterwards. <p><u>Action Items</u></p> <ul style="list-style-type: none"> • Matt Escobedo will research costs and will bring a proposal for Task Force consideration.
Task Force Vacant Seats	<ul style="list-style-type: none"> • The Task Force discussed the current vacant seat and the process to fill it.



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	<ul style="list-style-type: none"> As an original member, Melissa Livingston volunteers to be one of the first to roll off, and she would like to nominate someone from H.S.A. to join. The selection will go through the agreed process. The County Diversity & Inclusion Officer will participate on the Task Force as a staff member. <p><u>Action Items</u></p> <ul style="list-style-type: none"> Matt Escobedo will distribute the Recruitment and Retention Criteria to new members. Add to next meeting agenda as a follow-up item.
Discussion Pertaining to Racism as a Public Health Issue	<ul style="list-style-type: none"> Rosa Gonzalez and Erik Cho are gathering comments from community members and agencies. It is important to go through an analytic process of issue, analysis, decision and do due diligence on items presented to the Task Force. Lisa Griffiths offered to provide data. <p><u>Action Items</u></p> <ul style="list-style-type: none"> Rosa Gonzalez and Erik Cho welcome data and information and will share the information with the Task Force.
Establishment of a Subcommittee to Evaluate the County Seal	<ul style="list-style-type: none"> The County Seal was developed in the 1960s. It has come to be used as a logo. Work has been started on developing a County logo. Rosa Gonzalez and Ashley Bautista welcome volunteers to help with the subcommittee. <p><u>Action Items</u></p> <ul style="list-style-type: none"> Barry Parker, Joseph Moore, and Stuart Gardner volunteered.
Upcoming Community Forum	<ul style="list-style-type: none"> The County will hold a Community Forum on August 5, at 5:30 pm. It will be recorded on Facebook Live. Ashley Bautista provided the Community Forum link.
Search for County Diversity & Inclusion Officer	<ul style="list-style-type: none"> The job bulletin for the new County Diversity & Inclusion Officer is nearly complete. It will be an at-will executive recruitment and no advertising expense will be spared in order to attract the best the market has to offer. Once the process is finalized, the Task Force will be involved in providing input in some fashion. <p><u>Action Items</u></p> <ul style="list-style-type: none"> Matt Escobedo will send the brochure and articles about the difficulty in hiring and keeping Diversity & Inclusion Officers to the Task Force. He welcomes suggestions, referrals, or recommendations. Please let him know if you plan to apply.
Next Meeting	<ul style="list-style-type: none"> To be scheduled. <p><u>Items for Discussion at Next Meeting</u></p> <ul style="list-style-type: none"> Agency/Department Diversity & Inclusion Forums and guidelines on how to conduct them. Agency/Department Diversity & Inclusion Champions.
Minutes By:	Jennifer Holst

Minutes approved on September 10, 2020.