

LEARNING AND ORGANIZATIONAL DEVELOPMENT - CEO-HR

Diversity, Equity, and Inclusion Task Force Meeting		
Date:	Nov. 19, 2020	Time: 2:03 – 3:07 p.m. Location: CEO-Anacapa Conf. Rm. & Via Zoom
In Attendance:	Facilitator: Dr. Ramon Tejada Task Force Members: Shawn Atin, Claudia Bautista, Erik Cho, Stuart Gardner, Rosa Gonzalez, Lisa Griffiths, Dr. Sevet Johnson, Melissa Livingston, Monique Nowlin, Jennifer Orozco, Barry Parker, Jose Rivera, Cynthia Salas, Selfa Saucedo, Rebecca Willhite Public Attendee: Patricia Olivares Staff Members: Ashley Bautista, Matt Escobedo, Betsy Swanson Hollinger, Jennifer Holst, Matt Smith	
Absent:	Danielle Keys, Marcus Mitchell	
Agenda Items	Discussion Summary and Agreements	
Welcome, Agenda Review, and Minutes Review	<ul style="list-style-type: none"> The Task Force reviewed the draft minutes from the October 22, 2020, meeting. A change was requested under “Building Trust in the Community.” With the correction, Matt Escobedo moved for approval, Cynthia Salas seconded, and the minutes were approved. 	
Diversity, Equity & Inclusive Officer Status	<ul style="list-style-type: none"> Shawn Atin reported on the interview process for the Diversity, Equity & Inclusion Officer. A candidate was selected, accepted the offer of employment, and should start mid-January. There should be a news release in December. The Task Force will most likely be under the new Officer’s purview of responsibility and we will assist with transition. We are one of the first counties to have this position. Reporting is not yet determined. Matt Escobedo thanked the Task Force members who participated in the very competitive search process. 	
Mentor Program Update	<ul style="list-style-type: none"> Betsy Swanson Hollinger thanked the Task Force for spreading the word re the mentor program. There are 29 mentor/mentee matches. We have an exemplary program that other jurisdictions ask to model. An email will go to participants next week and orientations will be the first week of December. This is a mentee driven program, is about relational leadership, how to get better as a peer, boss, and for the community you serve. 	
Task Force Expansion and Racial Equity Updates 1. Advisory Council Update	<ul style="list-style-type: none"> Matt Escobedo reported that 21 names were received in response to a call for nominations for the Advisory Council. The committee discussed a selection process, including use of Videostream for interviewing. Melissa Livingston, Monique Nowlin, Claudia Bautista, Erik Cho, and Cynthia Salas volunteered to help. Matt Escobedo moved to establish a subcommittee, ask the new Diversity, Equity & Inclusion Officer for interview questions, and interview advisory committee nominees. Erik Cho seconded the motion. There was consensus to approve the motion. It was proposed to have two-year term appointments with staggered end times. Action Items <ul style="list-style-type: none"> Matt Escobedo will brief the new Diversity, Equity & Inclusion Officer, and if she agrees, he will contact the volunteers to set up interviews. He will provide a detailed report next time. 	

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Task Force Expansion and Racial Equity Updates 2. 12-month Learning Program	<ul style="list-style-type: none"> Betsy Swanson Hollinger reported that the subgroup has been vetting speakers. The learning circles content will be discussing i) conscious and implicit bias; ii) understanding systemic racism and privilege; iii) where do we go from here. The subgroup will meet again soon to keep working. Monique Nowlin reported that the Management Council voted to share the cost of the learning program equally with the Task Force up to \$8,000. The Task Force thanked the Management Council for their partnership.
Racism as a Public Health Crisis Resolution	<ul style="list-style-type: none"> Shawn Atin reported on the Board's adoption of the Resolution Declaring Racism a Public Health Crisis. An article on this appeared in the <i>Los Angeles Times</i>. The Resolution really made a statement about what we will do going forward. Erik Cho thanked all who were involved in preparing the Resolution and noted that it is important that the Task Force keep track of our expectations and commitments. Cynthia Salas asked how to make all agencies/departments aware of what the Resolution means. Shawn Atin suggested that this will be a topic for future meeting agendas and to develop a plan with the new Diversity, Equity & Inclusion Officer. Melissa Livingston said it would be up to the new Diversity, Equity & Inclusion Officer to work with the executive team to set expectations, develop a strategic plan, and set clear goals and objectives.
December Meeting	<ul style="list-style-type: none"> Betsy Swanson Hollinger proposed that the Task Force not meet in December. Monique Nowlin seconded the motion, and it was approved by all. <p><u>Action Items</u></p> <ul style="list-style-type: none"> Before the January meeting, the subcommittee can start interviewing nominees for the Advisory Committee.
Miscellaneous	<ul style="list-style-type: none"> Ashley Bautista reported the new County of Ventura logo is being quietly rolled out so we can stop using the County seal as a logo. With the new Diversity, Equity & Inclusion Officer, work will start with the Board to consider redesigning the seal. The goal for now is to use the logo instead of the seal. Ashley Bautista reported on COVID-19 testing, including a pop-up site at the Hall of Administration on Friday, November 20. Everyone is encouraged to get tested, symptoms or not. Testing is free and no appointment is needed. People are encouraged not to gather to protect our community and keep hospitalizations down. Dr. Tejada reported he attended training in November with the Oxnard Police Department. They went over and reviewed/reinforced core values, including the principles of procedural justice, voice, neutrality, respect, and trust. There were modules focusing on legitimacy, implicit bias, and goals in policing.
Next Meeting	Meeting adjourned at 3:07 p.m. The next meeting is scheduled for January 21, 2021, at 10:00 a.m.
Minutes Preparation	Jennifer Holst

Minutes approved on January 21, 2021.