

LEARNING AND ORGANIZATIONAL DEVELOPMENT - CEO-HR

Diversity, Equity & Inclusion Task Force Meeting		
Date:	January 21, 2021	Time: 10:03 – 11:51 a.m.
		Location: CEO-Anacapa Conf. Rm. & Via Zoom
<p>In Attendance: <u>Facilitator:</u> Dr. Ramon Tejada <u>Task Force Members:</u> Shawn Atin, Claudia Bautista, Erik Cho, Rosa Gonzalez, Dr. Sevet Johnson, Melissa Livingston, Marcus Mitchell, Monique Nowlin, Jennifer Orozco, Barry Parker, Cynthia Salas, Selfa Saucedo, Rebecca Willhite <u>Public Attendee:</u> Patricia Olivares <u>Staff Members:</u> Ashley Bautista, Matt Escobedo, Matt Smith, Phin Xaypangna</p> <p>Absent: Stuart Gardner, Lisa Griffiths, Jose Rivera, Betsy Swanson Hollinger</p>		
Agenda Items	Discussion Summary and Agreements	
Welcome/Agenda Review/Minutes Review	<ul style="list-style-type: none"> The Task Force reviewed the November 19, 2020, draft meeting minutes. Rosa Gonzalez moved for approval, the motion was seconded, and the minutes were approved. 	
Introduction of our new Diversity, Equity & Inclusive Officer	<ul style="list-style-type: none"> Mike Powers welcomed Phin Xaypangna. She will coordinate meetings internally and with external groups, and review opportunities to improve processes and practices of workforce equity issues at the community, organizational, and institutional levels. 	
Task Force Structure and Expansion	<ul style="list-style-type: none"> Informational summary provided. No decisions to be made today. Task Force Member Selection Process - Comprised of 20 people but currently have 5 vacancies. Will we use a previous process for membership, or will there be a nomination process? Advisory Council Update - We have a listing of names of those interested; no selection process decision yet. Agency/Officer Liaison Selection Process - There is no formal nomination process. Each agency can work with Phin Xaypangna regarding opportunities for improvement <p>Discussion:</p> <ul style="list-style-type: none"> Dr. Sevet Johnson has concerns re County-wide consistency and agencies without dedicated staff. Those already stretched may have problems prioritizing. Marcus Mitchell has selected a liaison who will receive help from others in the department. Erik Cho commented that as the HCA is a large agency, it would be difficult to have just one point of contact. Phin Xaypangna will set up one-on-one meetings with Task Force members. Advisory Committee - Phin Xaypangna suggested the structure involve frontline workers for feedback and voices. An example of the tiers: <ul style="list-style-type: none"> Accountability team: top leadership (deputy directors, etc.) Countywide team: representatives from each department to advise and develop the organization's strategic plan. Advisory group would be department liaisons. Department teams advance the work. 	

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	<ul style="list-style-type: none"> • Phin Xaypangna proposed renaming the Task Force to Committee. <p><u>Action Item</u></p> <ul style="list-style-type: none"> • Continue this agenda item next month for further conversation.
Update on Gender Neutral Bathrooms in the Hall of Justice	<ul style="list-style-type: none"> • Matt Escobedo provided Stu Gardner’s update summary. There is one very large male restroom that could be split to make part of it into a gender-neutral bathroom at an estimated cost of \$100,000. the challenge is the building is owned by the State of California. Would the County bear the cost? There is also a proposed idea for more signage for existing gender-neutral bathroom. Next steps: Who will pay for the project? • Phin Xaypangna asked about other gender-neutral restrooms countywide. Selfa Saucedo asked if there’s a County policy for public buildings to have gender neutral restrooms. Matt Escobedo is unaware of a policy, but there is a state regulation. • Phin Xaypangna suggested looking at all buildings County-wide to assess the overall issue. • Rosa Gonzalez suggested inviting GSA maintenance staff to the next meeting. We could ask the State to split the cost or reach out to other State representatives for ways to share the costs. • Marcus Mitchell asked if State buildings are required to have these restrooms. • Matt Smith said the law doesn’t require gender-neutral restrooms, only that single restrooms be made into gender-neutral ones. • ADA discussion: GSA should have an accessibility and inclusion plan. The civil rights plan should be reviewed on an annual basis for County-wide consistency. Mike Pettit is our ADA coordinator. Once organized, a process is needed to maintain it to ensure devices are running properly. <p><u>Action Item</u></p> <ul style="list-style-type: none"> • Invite GSA maintenance to next meeting to provide information on gender-neutral restroom locations in County buildings, and discuss a plan for better signage.
Public Facing Dashboard that Displays Crime, Use of Force, and Stop Data Statistics for the Ventura County Sheriff’s Office	<ul style="list-style-type: none"> • The Sheriff’s Office is developing an internal dashboard with statistics on traffic stops and demographics of our different cities. It will be public once completed. It is intended to provide greater transparency. This was presented to the Board of Supervisors in December. <ul style="list-style-type: none"> ○ Cynthia Salas asked what parameters/fields have been decided to be shared with the community; how were they identified and was there stakeholder input on data field, on the process, and training; who vetted the process. If we are trying to build trust with the community and to have transparency they need to be included and they feel a part of the process and can let us know what they want to see. • Rebecca Willhite discussed several Sheriff’s Office DEI endeavors, including launch of a Sheriff’s-specific Diversity, Equity, and Inclusion Committee, made up of rank and file employees who will develop DEI goals. Yhe Sheriff’s Office has also implemented additional training and education that focuses on understanding the psychology behind unconscious bias through a company called Biasync. • Phin Xaypangna commented to be mindful that training is not the answer to everything

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	<ul style="list-style-type: none"> The Sheriff's public-facing website at venturasheriff.org has enhanced features (policy manuals, FAQs) and crime stats are online. Motion to return this item to the next meeting agenda. Matt Escobedo and Dr. Sevet Johnson seconded the motion. <p><u>Action Item</u></p> <ul style="list-style-type: none"> Discuss again next time. Sheriff's Office to provide a briefing on their dashboard and an opportunity to make recommendations.
<p>Pending Idea Forms</p> <p>BIPOC Salary Study Religious Holidays and Practices Resource Parent Selection Process</p> <ul style="list-style-type: none"> Diversity Calendar (for AC) Clarify Vetting Process 	<ul style="list-style-type: none"> Matt Escobedo explained that once submitted, the Idea Form goes to Betsy Swanson Hollinger who presents it to the group. A vetting process could be added. Melissa Livingston agrees they should be vetted, and a decision made if appropriate to bring here. Marcus Mitchell questioned if this is the right platform to get ideas from people. Have we evolved into something different? We need to review and re-assess if this is where we want to go Phin Xaypangna suggested instead of a form, having department champions so staff feel comfortable and ensure they have a voice. People may be afraid of retaliation if put in writing. We want to foster inclusion and transparency/openness? Erik Cho agreed having liaisons is a good idea. This is a good time to change and evolve as there may be some discomfort in coming directly to this group <p><u>Action Item</u></p> <ul style="list-style-type: none"> Table the idea forms to the next meeting.
<p>Next Meeting</p>	<ul style="list-style-type: none"> Meeting adjourned at 11:51 a.m. The next meeting is scheduled for February 18, 2021, at 10:00 a.m. <ul style="list-style-type: none"> Race Subcommittee – 12 Month Learning Program County Seal Update
<p>Minutes Preparation</p>	<p>Anna Cruz</p>

Revised Minutes approved on February 18, 2021.