



Memo

Date: March 8, 2022
To: Clackamas County Board of Commissioners
From: Equity and Inclusion Office Staff – Martine Coblentz, Equity and Inclusion Officer
CC: Gary Schmidt, County Administrator
Subject: Equity and Inclusion Office Annual Report

The Equity and Inclusion Office (EIO) was founded in August 2020 with one Equity and Inclusion Officer, Martine Coblentz, and two Equity and Inclusion Program Coordinators, Maria Magallon and Csea Leonard. Upon the EIO's inception, the County was facing a lot of changes and challenges with the global pandemic, national and local protests on racial equity, and local natural disasters. The EIO team decided that one of the first steps as an office would be to listen to the needs and issues surfaced by employees and residents.

Employee feedback: The County gathered employees' experiences, needs and concerns through various means in late 2019 and 2020 including: Portland State University's equity, diversity and inclusion (EDI) survey (late 2019), Employee Engagement survey (early 2020), and employee listening sessions (Spring/Summer 2020). The EIO collected the themes, stories, and lived experiences of people (particularly those who society tends to push to the margins) to create our internal goals and priorities.

Community feedback: The County hired the Coalition of Communities of Color (CCC) to begin the external EDI work with residents. The goal is to create a welcoming environment for all those who live, work, and play in Clackamas County. The work with CCC is a major way we as a county, in collaboration with most of the cities and many other organizations, will be able to learn and better understand the lived experiences of the community members whose voices are often not elevated. This research justice study will, upon completion, be a guiding document that will set the priorities for continued equitable community engagement.

The EIO has written an annual report to share with the Board of County Commissioners, the public, and Clackamas County employees to highlight our internal and external work in the last year and a half. Transparency and accountability are critical in EDI work. This report is a demonstration of how the EIO team is accountable in our work by sharing back the steps taken to address the needs and concerns we heard from the County's employees and community members.

Request:

None at this time. This is solely an update to the Board on the work of the Equity and Inclusion Office.

Attachments:

- Equity and Inclusion Office Annual Report 2020-2021 (PDF)
- Equity and Inclusion Office Portfolio 2020-2021 (Excel)

DECEMBER 2021

ANNUAL REPORT

EQUITY AND INCLUSION OFFICE
AUGUST 2020- DECEMBER 2021

Prepared by:
Martine Coblenz, Equity and Inclusion Officer
Maria Magallon, Equity and Inclusion Program Coordinator
Csea Leonard, Equity and Inclusion Program Coordinator

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HOW WE STARTED

The Equity and Inclusion Office (EIO) was founded in August 2020 with one Equity and Inclusion Officer (Martine) and two Equity and Inclusion Program Coordinators (Maria and Csea). Upon the EIO's inception, the County was facing a lot of changes and challenges with the global pandemic, national and local protests on racial equity, and local natural disasters. The culmination of these various external challenges led to feelings of unease, anxiety, and uncertainty for employees and residents. Our team decided that one of our first steps as an office would be to listen to the needs and issues surfaced by employees and residents. It is important that we engage by seeking to understand the lived experiences of others, particularly people who society tends to push to the margins.

Prior to our arrival, our County Administrator held a series of listening sessions for employees to hear about their experiences as employees at Clackamas County. Portland State University conducted an equity, diversity, and inclusion (EDI) survey (late 2019) and Human Resources conducted an Employee Engagement survey (early 2020).

(Continues on next page.)



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HOW WE STARTED

The internal priorities highlighted in this report were based on the real stories and experiences shared by employees through those listening sessions and the feedback taken from the surveys. Additionally, prior to our arrival, the County hired the Coalition of Communities of Color (CCC) to begin our external equity, diversity, and inclusion (EDI) work with residents. Our goal is to create a welcoming environment for all those who live, work, and play in Clackamas County. The work with CCC is a major way we as a county, in collaboration with most of the cities and many other organizations, will be able to learn and better understand the lived experiences of the community members whose voices are often not elevated. This research justice study will, upon completion, be a guiding document that will set our priorities for continued equitable community engagement.

We have written this report to share with you the work we have done in the last year and a half. Transparency and accountability are critical in this work. It is important that our office demonstrates that we are hearing the needs and concerns of residents and employees. We want to be accountable to you by sharing back the steps we are taking to address these needs and concerns.

Thank you for your collaboration and partnership in advancing the equity, diversity and inclusion work in Clackamas County!

Martine Coblentz

Maria Magallon

Csea Leonard

2004
LEDIC
created



2012
1st EDI
Resolution



2015
Portland
PRIDE



2017
Inclusive
Restrooms



2020
Equity &
Inclusion
Office

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ABOUT US

OUR COMMITMENT, OUR VISION

We strive toward upholding Clackamas County's equity, diversity, and inclusion standard where people thrive, have a sense of safety, connection, and belonging, so that everyone is honored and celebrated for the richness in diversity they bring.

OUR PRINCIPLES

- *Courage*: When we create brave spaces, we are leaning into dialogue, even when it feels hard.
- *Compassion*: When we practice compassion, we understand everyone's life experience matters and we're all in this community together.
- *Learning*: When we create a culture of learning, we recognize that what matters most is how we show up when we make mistakes and how we work to reduce and repair the cycle of harm.
- *Gratitude*: When we step into gratitude, we open ourselves up to positive emotions, such as happiness and joy, and we lean into challenges with more resilience and strength.
- *Connection*: When we build personal connections and relationships, we create trusted communities.

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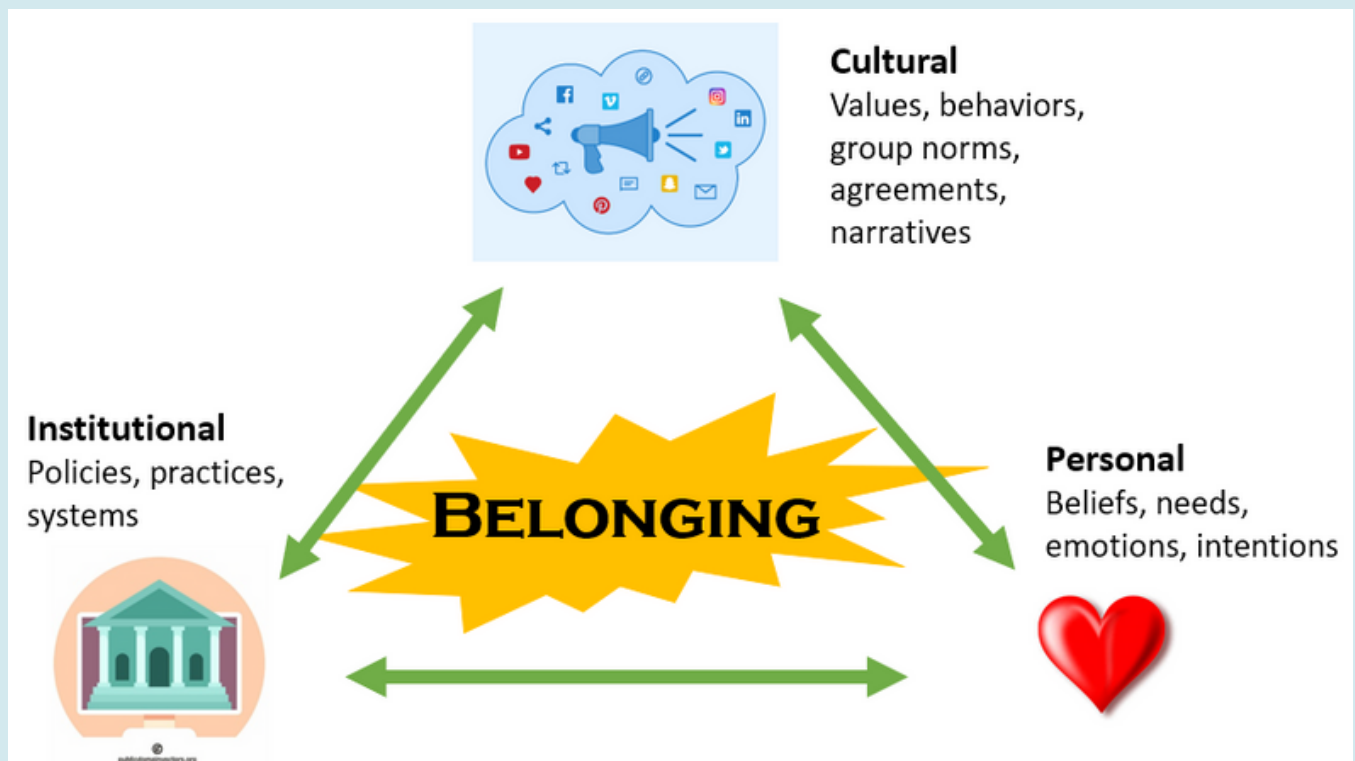
ABOUT US

OUR MISSION

The Equity and Inclusion Office leads a culture of learning and awareness of equity and inclusion by **guiding**, **supporting**, and **collaborating** with employees and residents in order to foster welcoming communities, and create greater connections *where all people thrive and belong*.

OUR FRAMEWORK: CULTURE OF BELONGING

We are embarking on a journey to create a culture of belonging. The three components of the triangle - the cultural, institutional, and personal - all interact with each other. We are working to incorporate each of these components, in order to create a more equitable and inclusive Clackamas County.



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OUR GOALS

INTERNAL

1. Create a culture of learning.
2. Cultivate a sense of belonging.

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OUR PRIORITIES

ALL EMPLOYEE TOWN HALL

The Equity and Inclusion Office held an all employee town hall to introduce the team, present key definitions, and share the internal priorities for the coming year. The four priorities identified were based on the themes that surfaced from the employee listening sessions that took place in the spring and summer of 2020.

The **four priorities** shared are in the following pages of this report.

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PRIORITY 1:

Implement county-wide training on equity, diversity, and inclusion.

PRIORITY 2:

Create a clear structure to address workplace concerns.

PRIORITY 3:

Build more community and connection among employees.

PRIORITY 4:

Review and update recruitment, retention, and hiring practices.

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PRIORITY 1: TRAINING

HIGHLIGHTS

- **February 2021:** The Equity and Inclusion Office provided a **toolkit with resources** for how to start productive and healing conversations with employees when something hard happens. Managers and supervisors are able to use this toolkit for events that happen locally, nationally, or internationally.
- **Summer and Fall 2021:** The Equity and Inclusion Office facilitated **three trainings** for the EDI Council (EDIC) and Employee Resource Groups (ERGs) - both established and emerging ERGs. These trainings covered basic EDI concepts, leading with race, and how to act in allyship.
- **August 2021:** In collaboration with the HR Workforce Development team, the Equity and Inclusion Office rolled out a training for **all county employees**. Managers and supervisors were trained first, and this training opportunity will be extended to all county staff this upcoming year. In this training, employees learn the fundamentals of equity, diversity, and inclusion, key definitions, shared language, why we lead with race, creating a culture of belonging, and how to access resources through the Equity and Inclusion Office.

WHAT'S NEXT

Expected Spring 2022: The Equity and Inclusion Office is currently creating a second training for managers and supervisors that is skill-based, to better address equity, diversity, and inclusion concerns in the workplace.

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PRIORITY 1: TRAINING

NOTABLE ACHIEVEMENTS

- 198 managers and supervisors trained in August through December.
- 122 people trained through EDIC/ERGs

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"I am very glad this is being offered to use here at Clackamas County. [I] am proud to be part of this training and excited to grow as a person and have more of a perspective on how I may be perceived in body language or any comments [I've] made."

Participant feedback, EDIC Training, June 2021

”

“

"Impressive job to lead a training with that many people on these topics. I was impressed [by] how the three facilitators shared the presentation duties, and I think you did an excellent job of helping us to get to know you and the work you are doing to support the County, and the important work we all need to do. I also especially appreciated how you talked about why you lead with race."

Participant feedback, Cultivating a Culture of Belonging, October 2021

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PRIORITY 2: SUPPORT FOR CONCERNS

HIGHLIGHTS

- **Spring and Summer 2021:** The Equity and Inclusion Office worked in collaboration with Human Resources, Resolution Services, and County Counsel to develop a **vision, goal, and workplan** on how to address workplace issues and concerns so that employees:
 - Know where to go
 - Feel heard
 - Have options to resolve conflicts
 - Feel satisfied with the overall outcome
- **Winter 2021:** We created an **avenues chart** where employees can better understand where they can go for various workplace concerns, and what they can expect in each avenue they take. This chart also helps managers and supervisors better direct their employees. See *What's Next* for more details.

WHAT'S NEXT

- **Spring 2022:** Expected launch of avenues chart and graphic to help people understand the resources they can use when concerns come up in the workplace.
- **Ongoing:** The Equity and Inclusion Office, Human Resources, Resolution Services, and County Counsel will meet on an ongoing basis to ensure that we are discussing feedback with each other, tracking information about concerns that are occurring, and strategizing about the patterns we are seeing.

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PRIORITY 3: COMMUNITY BUILDING

HIGHLIGHTS

- **February 2021:** As part of the county-wide commitment to EDI, the Equity and Inclusion Office created a new **EDI Workgroups policy** to allow for employees to use paid county time to do EDI work.
- **EDI Council:** The Equity and Inclusion Office helped support the Equity, Diversity, and Inclusion Council through a **restructure and transition** in the Council's leadership.
- **Queers & Allies (Q&A) ERG:** The Equity and Inclusion Office helped support the Q&A ERG. Q&A put on **events** for Trans Day of Remembrance, Trans Day of Celebration, and Pride. They also provided an **award** to a local business, The Warrior Room, helping support them during the COVID-19 pandemic.
- **New ERGs:** The Equity and Inclusion Office is currently **supporting groups** that are in process of becoming ERGs.
- **Departmental EDI Groups:** The Equity and Inclusion Office connected with many departmental EDI committees throughout the county to **meet people** and talk about **how to support them in their work**.
- **Monthly meetings:** The Equity and Inclusion Office has set up monthly meetings with the EDIC and all current and upcoming employee resources groups. In these meetings, each group **shares updates, needs, celebrations, and builds connection together**.

ONGOING

The above points highlight some concrete outcomes toward community building. Each of the categories are also part of EIO's ongoing work and relationship building.

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PRIORITY 4: RECRUITMENT, HIRING, RETENTION

HIGHLIGHTS

SPRING - FALL 2021

- The Equity and Inclusion Office worked closely with the Human Resources recruitment and hiring team to **develop priorities** for the upcoming years including:
 - Interview processes
 - Onboarding
 - Training hiring managers and all participants in the hiring process
- Together we are **collecting feedback** about what is already happening in Clackamas County in regards to recruitment and hiring. This includes recruitment and hiring for county departments, hiring managers, and EDI groups.

WHAT'S NEXT

- The Equity and Inclusion Office is focusing on retention through community building (employee resource groups), staff support, and informal exit interviews.
- We are also working with HR and EDI groups to learn more about the work hiring managers and EDI groups are doing, along with their current needs.
- Then we will identify a plan for next steps including training around EDI in hiring, and creating a resource guide to be used in the recruitment, hiring, and retention processes.

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OUR GOAL

EXTERNAL

Create a welcoming environment for all those who live, work, and play in Clackamas County.

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ACCOMPLISHMENTS

EQUITY OFFICER: EMERGENCY OPERATIONS CENTER

HIGHLIGHT

In December of 2020, the Emergency Operations Center (EOC) Command updated the emergency operations response structure to include an Equity Officer as a **permanent position**. During the pandemic, EOC staff quickly realized how important it was to have a dedicated position that **upholds the needed equity lens in emergency response**. This new position has already been beneficial in assisting the community in response to the ice storm and heat wave emergencies.

ABOUT THE ROLE

- Integrates equity into emergency response operations and planning
- Collaborates with incident command staff to ensure equitable access
- Assists with outreach to underserved populations
- Ensures culturally and linguistically appropriate guidance and messaging related to the emergency
- Guides the implementation of targeted strategies to reach the populations most impacted
- Expands access for vulnerable communities

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ACCOMPLISHMENTS

RACIAL RESEARCH JUSTICE PROJECT

ENVIRONMENTAL SCAN

The Equity and Inclusion Office hired the Coalition of Communities of Color to lead in a racial research justice project, which will guide the EDI work at Clackamas County. This project is a multi-year, community-driven, and community-informed study into everyday lived realities of communities of color in Clackamas County. The work started with an environmental scan released in December 2021.

RECOMMENDATIONS

The environmental scan includes a list of six critical areas of concern, which will be explored further in the larger study:

1. Representation in leadership
2. Education and training
3. BIPOC-informed policy
4. Access and services
5. Multilingual and multicultural communications and engagement
6. Community support and connection

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ACCOMPLISHMENTS

RACIAL RESEARCH JUSTICE PROJECT

WHERE WE'RE HEADED

In June 2021, the Equity and Inclusion Office hired the Coalition of Communities of Color to vet the recommendations by utilizing a research justice approach. This project will end in 2023, with a full report and calls to action.

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"I have lived in Oregon City since 2016 and while I enjoy many things about the area, I have sometimes felt the urge to move somewhere more diverse and welcoming. I sometimes feel unsafe and not welcomed because of things like Confederate flags in my neighborhood and on trucks along McLoughlin on my way to work; reading the covenant in the deed to the house my wife and I bought the day we moved in saying no person of color was allowed to live here; the graffiti with the N-word (misspelled) at a park nearby. At the same time, I know not every part of Oregon City and Clackamas County are like that, and I often feel more comfortable in places like Canby, where there are more people that look like me."

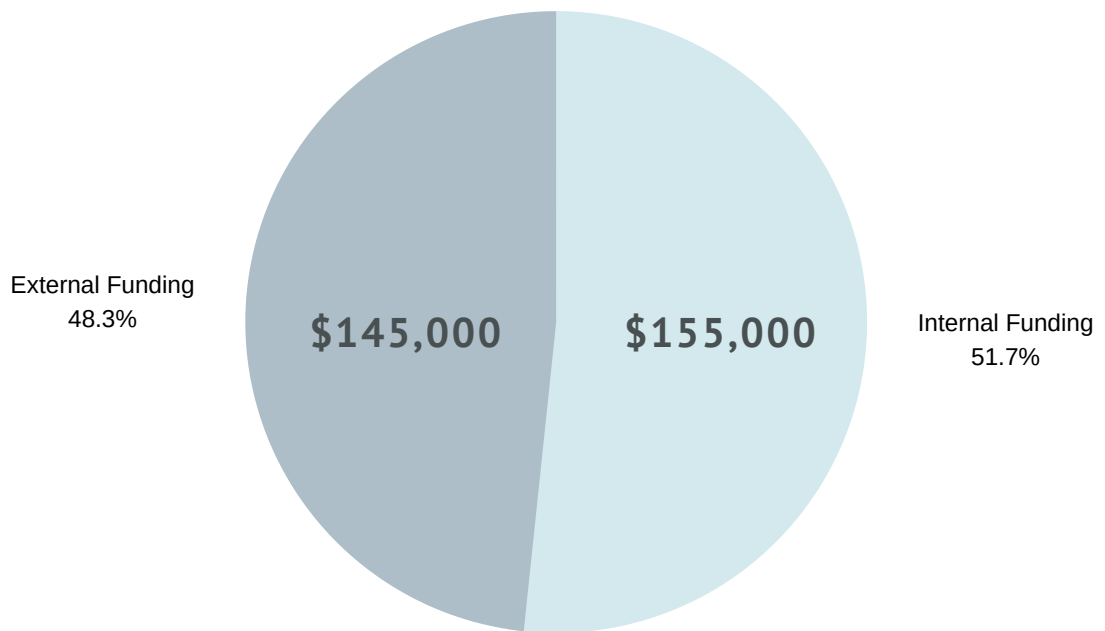
Speaker Identifies as Central American
Forum: Community Survey
Summer 2020

”

ACCOMPLISHMENTS

RACIAL RESEARCH JUSTICE PROJECT

EXTERNAL CONTRIBUTIONS:



THANK YOU TO OUR CITIES AND LOCAL ORGANIZATIONS:

- City of Canby
- City of Estacada
- City of Gladstone
- City of Happy Valley
- City of Lake Oswego
- City of Milwaukie
- City of Oregon City
- City of Sandy
- City of Tualatin
- City of West Linn
- City of Wilsonville
- Clackamas Community College
- Metro
- North Clackamas Parks & Recreation District
- Portland General Electric

Note: This is a growing list. There may be future contributors not reflected here. Interested in sponsoring? Contact us at EquityOffice@clackamas.us.

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ACCOMPLISHMENTS

INDIGENOUS TASKFORCE

This taskforce consists of people from Clackamas County, Clackamas Community College, and local Indigenous Community members. The group started by creating a land acknowledgement, and then developing and facilitated an event for Indigenous Peoples' Day. The group plans to do a lecture series and powwow in the upcoming year.

INDIGENOUS PEOPLES' DAY

All were invited to celebrate this [webinar event](#) that featured Indigenous history, drumming, dancing, voices from the community, a [land acknowledgement](#), and a [magazine of resources](#).

Together we can acknowledge our past and uplift our present-day community.



“It’s important that we have a voice and that we’re set a chair at the table. And it’s equally important to know our history.”

Trish Jordan, Creek Nation
Red Lodge Transition Services

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COMMUNITY ENGAGEMENT

LEADERS FOR EQUITY, DIVERSITY, AND INCLUSION COUNCIL

"I think it's so important to have a citizen advisory group with the single focus of promoting and prioritizing equity, diversity and inclusion throughout Clackamas County, working directly with county government in this effort. LEDIC provides a diversity of voices and experiences and brings together people who deeply care about ensuring that our county is a safe and welcoming place for everyone. I'm honored to be a part of this group. I can't think of a more critical time to stand against exclusion, injustice, and intolerance."

Betty Brickson, LEDIC Council Member

VISION

Equity and Inclusion are at the forefront of all decision-making and all community members are actively engaged.

UPDATES

In the last year LEDIC added 13 new members. LEDIC reviewed and recommended implementation of the Resolution Declaring Racism a Public Health Crisis. Council members provided feedback and considerations for Oregon Department of Transportation's I-205 tolling project.

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COMMUNITY ENGAGEMENT

The Equity and Inclusion Office supported and collaborated with the Board of County Commissioners on community engagement, especially with culturally specific groups on their EDI efforts.

TOWN HALL ON RACE

In August 2020, as a follow-up to the [Resolution Condemning Violence and Racism Directed at Black, African Americans and all People of Color](#), the Equity and Inclusion Office moderated a town hall on race. The Board of County Commissioners listened with us to better understand the experiences and needs of residents of color in Clackamas County.

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COMMUNITY ENGAGEMENT

REACHING OUT TO OUR SPANISH SPEAKING RESIDENTS

LISTENING SESSION ABOUT WILDFIRES

The Board of County Commissioners has a mission to reach limited English proficient residents. In November 2020, the Equity and Inclusion Office held a town hall in Spanish on behalf of the Board of County Commissioners to better understand the needs of our Spanish-speaking residents at Clackamas County. This was also an opportunity to hear feedback about Clackamas County's response to the wildfires and the impact on Spanish-speaking communities.

TOWN HALL ABOUT COVID-19

In December 2020, the Equity and Inclusion Office moderated a town hall in Spanish on behalf of the Board of County Commissioners. The purpose was to connect with Spanish-speaking community members about COVID-19, including how to limit the spread, how to get tested, and current resources for Clackamas County residents.

RECOMMENDATIONS

From the listening sessions, the Equity and Inclusion Office identified follow-up steps:

- Continue to hold listening sessions and town halls with interpreters to provide information and gather feedback about important events and emergency responses.
- Create an avenue for people who attend listening sessions to learn about follow-up steps.
- Build better tools to communicate with Spanish-speaking people during emergency situations.

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EXTERNAL COMMUNICATION

#MYCLACKCO MAGAZINE

In spring of 2021, the history of equity, diversity and inclusion work was showcased in the [#MyClackCo Magazine](#) that is sent to all residents. This article showcased some of the history of EDI work from 2004 to 2021.

INTRODUCTION TO EQUITY AND INCLUSION OFFICE VIDEOS

In fall of 2021, Public and Government Affairs launched videos introducing the Equity and Inclusion Office on the County's Facebook and Instagram pages. These videos showcased each member of the team, along with the vision, mission, and principles of the office.

Video links:

- [Martine Coblentz](#)
- [Maria Magallon](#)
- [Csea Leonard](#)

HIGHLIGHTS

EVENTS HOSTED

The Equity and Inclusion Office hosted **42 internal events** and **eight external events** in 2020 and 2021. In addition to these, the Equity and Inclusion Office also **regularly met with teams** in different departments to do meet and greets, which included providing a short presentation about the work of the Equity and Inclusion Office, and getting to know the staff in the departments and divisions.

INTERNAL EVENTS

- Employee trainings
- New employee orientation
- Listening sessions
- Community building after impactful current events
- Meetings to launch employee resource groups

EXTERNAL EVENTS

- Two town halls (one in Spanish)
- Listening session in Spanish
- Supporting the Queers & Allies in their Pride event
- Working with local Indigenous community members to put on an event for Indigenous Peoples' Day
- Co-hosting an event with Partners in Diversity
- Sponsoring 150 employees to participate in the Northwest Public Employees Diversity Conference

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WHAT'S COMING

TITLE II AND TITLE VI:

The County Equity and Inclusion Office is responsible for ensuring that County departments, and the County as whole, comply with the Title II Americans with Disabilities Act and the Title VI Civil Rights Act. Currently, the EIO is working with departments on their Title II and Title VI responsibilities, compliance, coordination, and transition plans.

One major element in the Title VI plan is ensuring that there is language access for the limited English proficient people who are receiving services from the County. [The 2020-2021 Leadership Academy](#) had a team who focused on how to ensure compliance with the use of interpreter services, particularly for our departments who infrequently work with interpreters. Our Office will be working to implement the recommendations outlined in their report in 2022.

TITLE II ADA TRANSITION PLAN

To prohibit discrimination on the basis of disability, the Federal government enacted the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). Title II of the ADA pertains to state and local governments and requires that persons with disabilities be provided with an equal opportunity to benefit from government programs, services and activities.

TITLE VI COMPLIANCE PLAN

Title VI prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance.

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WHAT'S COMING

ONGOING SUPPORT:

One of the principles of the Equity and Inclusion Office is connection. It is important to continue to connect with individuals and groups to help with coaching, consulting, and supporting employees, managers, and supervisors. By focusing on relationship building, we can share resources, understand commonalities and pain points, and work to resolve issues proactively.

COMMITTEES AND COUNCILS:

The staff at the Equity and Inclusion Office serve on various committees and councils, as both participants and hosts, in order to amplify equity, diversity, and inclusion work for the whole county. Currently the staff serves on 17 committees.

MORE INFORMATION:

To read more about our work in this past year, check out our portfolio spreadsheet that contains the work we have completed, are currently doing, and where we want to go in the future.

Equity and Inclusion Office Portfolio

Collaborators*: The departments, offices, and groups working in collaboration with the Equity and Inclusion Office.

Stakeholders*: The people, groups, and departments who are impacted and/or are invested in the success of the project.

Status Options: Project not started, in process, or complete

***Note:** These are not exhaustive lists

Long Term Projects	Role	Collaborators:	Stakeholder Group:	Status
EDI Strategic Plan (internal and external)	Develop a framework and implement plan	<ul style="list-style-type: none"> *County Administration *Board of County Commissioners *Coalition of Communities of Color *Public and Government Affairs *Human Resources *Equity, Diversity, and Inclusion Council *Leaders for Equity, Diversity, and Inclusion *Department committees 	<ul style="list-style-type: none"> *County employees *County residents *Human Resources partners *Directors 	Project not started
Coalition on Communities of Color	Project managers and liaisons	<ul style="list-style-type: none"> *Coalition of Communities of Color *County Administration *Departments 	<ul style="list-style-type: none"> *Board of County Commissioners *Departments *Cities *Community Based Organizations *Culturally Specific *Private sector organizations *Leaders for Equity Diversity and Inclusion Council *Equity Diversity and Inclusion Council 	In process

Long Term Projects	Role	Collaborators:	Stakeholder Group:	Status
ARPA CBO Subcommittee	Leading	<ul style="list-style-type: none"> *Department of Transportation and Development *Health, Housing, and Human Services *Public and Government Affairs *County Administration 	<ul style="list-style-type: none"> *County Residents *County Businesses/Community Business Organizations 	In process
Training Schedule	Design and manage	<ul style="list-style-type: none"> *Human Resources Talent Development *Human Resources *County Administration 	<ul style="list-style-type: none"> *Employees *Managers *Equity, Diversity, and Inclusion Council *Employee Resource Groups 	In process
Construction to Career Pathways	Advising/ Consulting	<ul style="list-style-type: none"> *Commissioners and Policy Advisors *Department of Transportation and Development *Water and Environmental Services *Workforce Partnerships *Metro 	<ul style="list-style-type: none"> County residents *County businesses *Black, Indigenous, and People of Color communities *Women 	In process
Interpreter/ Translator Policy Process to ensure Title VI compliance	Update and train	<ul style="list-style-type: none"> *County Administration *Finance - Procurement *Human Resources *Equity, Diversity, and Inclusion Council *Leaders for Equity, Diversity, and Inclusion Council 	<ul style="list-style-type: none"> *County residents *Limited English Proficient residents *D/deaf and/or hard of hearing residents *County employees 	In process

Long Term Projects	Role	Collaborators:	Stakeholder Group:	Status
Transforming Justice	Co-facilitator	<ul style="list-style-type: none"> *Resolution Services *Just Outcomes *Juvenile Department *Sheriff's Office *Cities *Community Business Organizations 	<ul style="list-style-type: none"> *County residents and employees *Black, Indigenous, and People of Color communities 	In process
Recruitment and Hiring processes	Collaborate	<ul style="list-style-type: none"> *Human Resources - recruitment *Hiring managers *Equity, Diversity, and Inclusion Committees *Equity, Diversity, and Inclusion Council Department Representatives 	<ul style="list-style-type: none"> *County employees and residents 	In process
Structure for Equity, Diversity, and Inclusion Complaints	Design infographic and structure	<ul style="list-style-type: none"> *County Administration *Human Resources *County Counsel *Resolution Services *Unions 	<ul style="list-style-type: none"> *Employees *Equity, Diversity, and Inclusion Council *Employee Resource Groups 	In process

Equity and Inclusion Office Portfolio

Collaborators*: The departments, offices, and groups working in collaboration with the Equity and Inclusion Office.

Stakeholders*: The people, groups, and departments who are impacted and/or are invested in the success of the project.

Status Options: Project not started, in process, or complete

***Note:** These are not exhaustive lists

Short Term Projects	Role	Collaborators	Stakeholder Group	Status
Board of County Commissioners Listening Session	Facilitator	*Public and Government Affairs *County Administration	*Board of County Commissioners *County Administration *Residents	Complete
Leaders for Equity, Diversity, and Inclusion Council bylaw restructure	Coordinate, convene and implement	*Board of County Commissioners *County Administration *Leaders for Equity, Diversity, and Inclusion Council	*Residents *County Government	In process
Leaders for Equity, Diversity, and Inclusion Council onboarding welcoming materials and orientation	Coordinate, convene and implement	*Leaders for Equity, Diversity, and Inclusion Council	*Members of Leaders for Equity and Inclusion Council	In process
Quarterly Management Meeting	Trainer	*Human Resources - Talent Development *Human Resources *County Administration *Technology Services Zoom Expert	*Managers *Supervisors *Directors and Deputies	Complete
Employee listening session and follow up event	Coordinators	*County Administration *Resolution Services	*County Employees *Black, Indigenous, and People of Color community *Lesbian, Gay, Bisexual, Trans, Questioning/Queer community *Employee Resources Groups *Equity, Diversity, and Inclusion Council	Complete
Partners in Diversity Event 1	Co-host	*Clackamas Workforce Partnership *Partners in Diversity *Business and Community Services *Health, Housing, and Human Services *Leaders for Equity, Diversity, and Inclusion Council	County businesses	Complete
Equity, Diversity, and Inclusion Council restructure and membership	Coordinate, convene and implement	*Equity, Diversity, and Inclusion Council leadership *Leaders for Equity, Diversity, and Inclusion Council *Employee Resource Groups	*Equity, Diversity, and Inclusion members *County employees	Complete
Clackamas Community College recruitment	Advising	*Leaders for Equity, Diversity, and Inclusion Council *Diversity, Equity, and Inclusion committee at Clackamas Community College	*Clackamas Community College students and faculty	Complete
Equity, Diversity, and Inclusion Workgroups Policy	Write policy	*County Administration *County Counsel	*Department Directors *Employees *Equity, Diversity, and Inclusion Council *Employee Resource Groups	Complete

Short Term Projects	Role	Collaborators	Stakeholder Group	Status
Healthy Equity Resolution	Consult, advise and co-develop process	*Policy Advisors *Health, Housing, and Human Services *Health division *Leaders for Equity, Diversity, and Inclusion Council *Equity, Diversity, and Inclusion Council *Advisory Board Councils *Community groups	*Residents *Health clinics *Health departments *Employees	In process
Procurement processes for women and minority businesses	Consult, advise and co-develop process	*County Administration *Finance	*Businesses *Black, Indigenous, and People of Color *Women *Residents	In process
Intranet Revamp	Coordination and project management	*Public and Government Affairs	*Internal employees	Complete
Internet Revamp	Coordination and project management	*Public and Government Affairs	*County residents *People interested in working at Clackamas County	In process
West Linn Task Force	Co-facilitator	*Resolution Services *West Linn	*Task force *City Council *City Police *City residents	Complete
Indigenous People Day	Co-Host	*Indigenous task force *Equity, Diversity, and Inclusion Council Community outreach *Public and Government Affairs *Clackamas Community College *Indigenous community members	*Indigenous community *County residents *Clackamas Community College students and faculty *County employees and electeds	Complete
Meet and Greets	Meeting with people or groups who we have not yet met with in our current roles. Learning how we can collaborate together and how our work interacts.	*Departments *External collaborators *Employees *Managers and supervisors	The person or group being met with.	Complete

Equity and Inclusion Office Portfolio

Collaborators*: The departments, offices, and groups working in collaboration with the Equity and Inclusion Office

Stakeholders*: The people, groups, and departments who are impacted and/or are invested in the success of

Status Options: Project not started, in process, or complete

***Note:** These are not exhaustive lists

Ongoing Committees	Role	Collaborators	Stakeholder group
Leaders for Equity, Diversity, and Inclusion Council	Convene and coordinate	*Health, Housing, and Human Services *Leaders for Equity, Diversity, and Inclusion Council members	*County residents *County employees *Directors
Equity, Diversity, and Inclusion Council	Support and Guide	*Metro Diversity, Equity, and Inclusion	*County employees
Queers and Allies Employee Resource Group	Support and Guide	*Equity, Diversity, and Inclusion Council	*County employees *Lesbian, Gay, Bisexual, Trans, Questioning/Queer, Allied+ staff and residents
Employees of Color	Support and Guide	*Equity, Diversity, and Inclusion Council	*County employees *Employees of Color
Regional Supportive Housing Committee	Support and Guide	*Housing Authority *Washington County *Multnomah County *Metro	*County residents *Houseless pop. *Underserved residents *Black, Indigenous, and People of Color
Indigenous Task force	Support and Guide	*Clackamas Community College *Confederated Tribes of Grand Ronde *Indigenous community members *Equity, Diversity, and Inclusion Council	*Indigenous community *County residents *County employees
Regional DEI Leaders	Participate and support	*Metro Diversity, Equity, and Inclusion Director *Multnomah County Equity Officer *Washington County Equity Officer *City of Portland DEI Director *Equity managers in cities	*County residents *Metro region *Employees
ARPA	Participate and support	*County Administration *Department of Transportation and Development *Water and Environmental Services *County Treasurer *Public and Government Affairs *Finance *Health, Housing, and Human Services	*County residents *county businesses/CBOs *County employees
Quality Jobs Council	Participate and support	*Regional Diversity, Equity, and Inclusion leaders *Workforce development *Businesses	*Workers *Businesses *residents
Sequential Intercept Advisory Group	Participate and support	*Sheriff's Office *Juvenile *District Attorney *Behavioral Health	*County residents *Other systems
Tobacco Free Steering committee	Participate and support	*Most County Departments	*County residents *County employees
Emergency Operations Plan	Participate and support	*Most County Departments	*County residents *County employees

Ongoing Committees	Role	Collaborators	Stakeholder group
Fraud, Waste and Abuse	Participate and support	*County Administration *County Counsel *Treasurer *Auditor *Human Resources	*County residents
Leadership Academy	Participate and support	*Other committee members *Human Resources	*County employees
Hispanic Interagency Networking Team	Participate and support	*External partners (organizations) *Community Members	*County organizations *County residents *Community partners *Culturally specific organizations
Committee On Racial Equity CORE	Participate and support	*Metro Diversity, Equity, and Inclusion	*County residents *Regional partners
Drive to Zero	Participate and Support	*Department of Transportation and Development *Health, Housing, and Human Services *Public and Government Affairs *County Council	*County residents *People driving in the County
Reimagine Oregon	Advising/ Consulting	*Board of County Commissioners and Policy Advisors *Metro *Tri Counties *State *Join movement	*Black residents *People of Color residents *Sheriff's Office *Police Departments *Cities *Leaders for Equity, Diversity, and Inclusion Council

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Our Role/Ongoing work	Role	Collaborators	Stakeholder group
Coaching/Consult with Leadership	*Bring equity learning and practice to the directors and managers *This is intended to deepen from the general training we will be rolling out. *Coaching and consulting with leaders to have hands on training on how to respond to diversity, equity, and inclusion issues and how to create a culture on their teams that fosters safety, trust, and belonging.	*County Administration *Human Resources - Workforce Development *Human Resources *Department directors	*Managers *Supervisors *Employees *Union
Consulting Department	Ensuring equity, diversity, and inclusion lens in policies and practices	*County Administration *Directors *Human Resources	*Employees *Residents *Culturally specific groups
Coaching managers and employees	Provide strategic guidance on sensitive issues	*Human Resources *Employees *Managers and supervisors	*Employees *Managers and supervisors
Coaching/Consult Departmental equity, diversity, and inclusion committees	Providing guidance and support	*All departments with an equity, diversity, and inclusion committee	*Employees *Managers *Unions
Equity Officer within Emergency Operations Center	Consult and advise	*County Administration *Board of County Commissioners *Public Health *Emergency Operations Center staff	*Employees *Residents *Culturally specific groups *Liaisons *Cities *Schools *Businesses
Title II and VI compliance	Provide oversight and implement Federal compliance	*County Administration *Board of County Commissioners *Human Resources *Public and Government Affairs *Oversight committee with the most impacted departments	*County residents *County employees
Equal Employee Opportunity compliance	Ensure compliance with federal government	*Human Resources *County Counsel	*County residents *County employees
Communication Updates	*Update County employees and residents on ongoing equity, diversity, and inclusion work, stories, highlights, and learnings.	*Public and Government Affairs	*County residents *County employees
Training, resources, and skill building	Deliver and coordinate staff training	*Human Resources - Workforce Development *Equity, Diversity, and Inclusion Council *Leaders for Equity, Diversity, and Inclusion Council *Resolution Services	*County employees

Our Role/Ongoing work	Role	Collaborators	Stakeholder group
Collaboration and meet and greets with culturally specific organizations and community businesses	Relationship building	*Culturally specific organizations and community businesses	*County residents *Clackamas County organizations and businesses
Consulting with Board of County Commissioners and Policy Advisors	Bring equity learning, approaches and lens to the meetings and issues	*County Administration *Policy Advisors	*Board of County Commissioners *County residents
Recruitment for Clackamas County Positions	Participate on a hiring committee	*Internal departments *Human Resources	*Internal departments *Potential employees
Recruitment for external positions	Participate on a hiring committee	*Outside agencies *Cities	*Potential new employees
Recruitment for Requests for Proposals	Participate on a hiring committee	*Outside agencies *Internal departments *Residents impacted by work of the Requests for Proposals	*Residents impacted by the Requests for Proposals
Ongoing learning	Researching and attending trainings to better integrate decolonization strategies, healing, art, and racial justice work	*Various groups or agencies	*County residents *County employees

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Countywide Initiatives/Projects	Role	Collaborators	Stakeholder Group	Status
Managing for Results	Lead the diversity, equity, and inclusion goals of County Administration	*County Administration *Board of County Commissioners *Policy advisors	*County residents *County employees	In process
Safety Implementation Team	Participate and support	*Sheriff's Office *District Attorney *County Administration *Juvenile *Health, Housing, and Human Services	*County residents *County employees	In process
Policies and Decisions Implementation Team	Participate and Support	*Human Resources *County Administration *Public and Government Affairs *County Counsel	*County residents *County employees	In process
Shadowing	Go to other departments/divisions to shadow their work	*Departments *Divisions	*All employees *Residents impacted by County work	In process
Community Building	Work with employees and residents to build community	*County residents *County employees	*County residents *County employees	In process