CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS Sitting/Acting as (if applicable) Policy Session Worksheet

Presentation Date: 9/25/2018 Approx. Start Time: 10:30am Approx. Length: 30 Minutes

Presentation Title: Equity, Diversity & Inclusion Council (EDIC) 2018 Annual Report

Department: County Administration

Presenters: Maria Magallon & Emmett Wheatfall

Other Invitees: EDIC Members

WHAT ACTION ARE YOU REQUESTING FROM THE BOARD? Informational Presentation

EXECUTIVE SUMMARY:

Since formation of the County's Equity, Diversity, and Inclusion Council (EDIC), the Council has played an important role in advancing diversity and inclusivity among employees and a welcoming community for people living in Clackamas County.

Functional responsibility for the EDIC resides in the purview of County Administration and the oversight of the County's Assistant County Administrator, Emmett Wheatfall. For more than a decade the EDIC, a group of no more than 20 employees advise and consult with County administration on how to effectively introduce and maintain EDI into workplace culture and aspiration.

Given that the EDIC has access to an annual budget of \$50,000, updating the County Administrator and Board of County Commissioners is an essential function and requirement. During today's BCC Policy Session, the EDIC will update the BCC as to what has taken place in the work of the EDIC.

FINANCIAL IMPLICATIONS (current year and ongoing):

Is this item in your current budget? \square YES \square NO

STRATEGIC PLAN ALIGNMENT:

• How does this item align with your Department's Strategic Business Plan goals?

The purpose of the Equity, Diversity, and Inclusion Program is to provide equitable access, workforce character, reputation and relationship services to County employees and the public at large so they can enjoy a welcoming and inclusive place to live, work and do business.

• How does this item align with the County's Performance Clackamas goals?

Public trust is the currency of good government. Clackamas County will design and deliver services that make a difference and measure our effectiveness in terms of results for our customers. We will listen, be accountable and deliver what we promise. When we allocate resources, they will be tied to results that matter.

LEGAL/POLICY REQUIREMENTS: N/A

PUBLIC/GOVERNMENTAL PARTICIPATION: N/A

OPTIONS: N/A

RECOMMENDATION: N/A

ATTACHMENTS:

EDIC 2018 Annual Report History of EDI Program at Clackamas County

SUBMITTED BY:

Division Director/Head Approval _____ Department Director/Head Approval _____ County Administrator Approval _____

For information on this issue or copies of attachments, please contact <u>Julie Larson</u> 9503-742-5918



Equity, Diversity and Inclusion Council 2017-2018 Annual Report

On November 30, 2017, the Equity, Diversity and Inclusion Council met to discuss past accomplishments and plans, address challenges for the year ahead and to assign project teams to target specific areas the committee felt had the most potential for promoting EDIC's mission. This report serves as a review of the efforts during Fiscal Year 2017-2018 and to list follow-up recommendations in step with *"building public trust through good governmenf"* within a dynamic multicultural county.

Mission

The EDIC promotes the mission of Clackamas County by serving as a resource for inclusivity, diversity, and inclusion. The EDIC serves the Board of County Commissioners, County Administration and employees.

Guiding Values

- 1. We view diversity broadly, allowing people to define for themselves what does and does not make them diverse.
- 2. We seek to assure that everyone has a voice by creating a multi-cultural climate of respect and inclusion.
- 3. We humbly recognize that each of us has something to learn, as well as offer, and that developing cultural agility is an ongoing process.
- 4. We strongly promote equity in the workplace, whereby resources are distributed in ways that empower everyone to maximize their potential while promoting inclusion and eliminating barriers.

Performance Clackamas:

The EDIC will assist County Administration in meeting its equity goals of providing equitable access, workforce character, reputation and relationship services to county employees and the public at large so they can enjoy a welcoming and inclusive place to live, work and do business.

EDIC continues to work as directed by Assistant County Administrator Emmett Wheatfall. EDI helps to help facilitate the establishment of equity goals and applicable performance measures as specified within Performance Clackamas.



Workforce Character:

Integration of our EEO goals in the hiring process remains a key priority for the county. To indicate support for EDI as a core value of the Clackamas County work force, EDIC continues working with the Human Resources to see what kind of assistance we may provide in regard to recruitment, hiring, on-boarding, orientation, training, professional EDIC development, and retention.

EDIC members are committed to participating in "Say Hey" which has become Oregon's largest multiethnic networking/recruitment event to honor and connect new professional persons of color relocating to the region.

Recommend EDIC members as potential candidates for hiring panels to support equitable recruitment practices.

Recommend a Human Resources representative to volunteer on the EDIC, bringing HR experience to the table.

Recommend training and networking opportunities for employees on matters relating to equity in the workplace.

The current ED/ budget is \$50,000. EDIC respectfully requests a budget increase of \$25,000 for an annual budget of \$75,000.

PROJECT TEAM -Greater Awareness and Engagement of EDI:

Aligning with the county's commitment to on-going EDI training, EDIC members facilitated a number of "lunch and learns" and training events this past year, including:

- The "Me Too" movement with Commissioner Sonya Fischer
- "Environmental Justice" with Dr. Wayne Lei
- "Preventing Substance Abuse Among Youth" with Pam Pearce
- EDIC "Learn About the Council Join us!" with current EDIC members

EDIC Project Team -Greater Awareness and Engagement of EDI will continue to sponsor and facilitate one lunch and learn per quarter to support county employees and equity goals.

The current ED/ budget is \$50,000. EDIC respectfully requests a budget increase of \$25,000 for an annual budget of \$75,000.



PROJECT TEAM -Community Outreach:

In making visible the county's commitment equity, EDIC volunteers organized the 7th annual Community Festival on September 8th, 2018. Entertainment included a salsa band who taught salsa dancing, food vendors, and over 20 vendors who serve our Clackamas community. The Oregon City Farmers Market was very supportive, sharing information about their vendor network and providing marketing support. It was a well-attended, fabulous event!

The Community Festival continues to grow and inspire, providing an opportunity to highlight the vibrancy of our growing and diverse county. This signature event provides employees and local citizens the opportunity to obtain information on a wide-array of County services and programs.

The EDIC Community Outreach Project Team has had a successful year advancing equity, diversity, and inclusion in Clackamas County. The committee began with a youth art contest, engaging students in designing the County's EDIC banner. Collaborating with the Clackamas County Arts Alliance, Gladstone High School, and the Clackamas County Leadership Academy drew entries from students across the county. The designs from eight students were displayed on the first floor of the PSB building from April to June, and Clackamas County employees had the opportunity to vote for their favorite. Over 250 votes were received. The winning design has been memorialized on our new EDIC banner which will be displayed at county events. What an honor it was to have the Clackamas County Commissioners recognize our banner design participants, awarding them with gift cards and joining in a group photo.

EDIC is looking forward to partnering with the County's EDIC community based representatives, the Leadership for Equity, Diversity and Inclusion Council (LEDIC). Their purpose as an advisory Board and commission (ABC) is to provide advice and counsel to the County's Board of Commissioners and County Administration with respect to community-based equity, diversity and inclusion.

The current ED/ budget is \$50,000. EDIC respectfully requests a budget increase of \$25,000 for an annual budget of \$75,000.



PROJECT TEAM - Employee Engagement (ENG's):

ENGs are employee led volunteer networks that address the needs of employees in exploring workforce development, networking, mentoring, and a forum for personal and professional awareness.

There are currently two active ENGs, Queers and Allies: an LGBTQ ENG, and the Language Equity Team, which works on ensuring access to Limited English Proficiency (LEP) community members, and assists staff on working with interpreters, translators, and other issues concerning language differences.

In 2017-2018, EDIC continued outreach to establish and solidify more ENGs. Development of an ENG intranet page continues and will help serve as an information portal for all employees regarding the work of ENGs in the county. We propose an increase to the EDIC's budget to facilitate training and guest speakers for future ENGs.

In April of 2018, an employee survey was sent to all employees, and posted on the County Intranet page, asking employees for their ideas for new ENG's. There were 175 responses were received (see attached).

EDIC will focus on supporting the development of new ENG's throughout the year and the facilitation of ENG lunch and learn events to help with their promotion and awareness among county employees.

EDIC goal by year-end 2019 is to have three more active ENGs.

The current EDI budget is \$50,000. EDIC respectfully requests a budget increase of \$25,000 for an annual budget of \$75,000.



Helping to Build the Future - EDIC Performance Goals for FY 2017-2018

EDIC, through support and guidance from the Assistant County Administrator Emmett Wheatfall, will endeavor to support the following listed goals and evaluate their effectiveness.

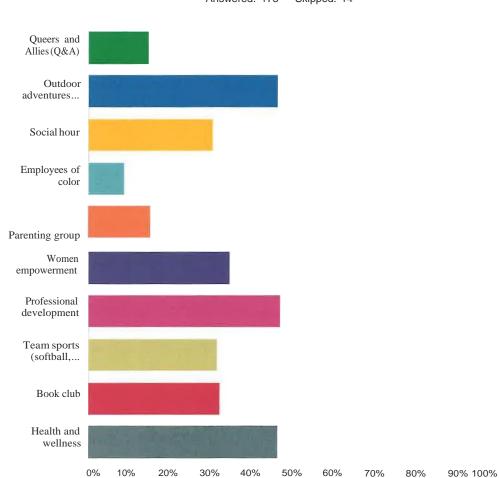
In Fiscal Year 2017-2018, EDIC will endeavor to:

- Continue to advance County ENGs.
- Continue to facilitate Lunch and Learns (aligning with ENGs when possible).
- Work with the Assistant County Administrator Emmett Wheatfall in support of ongoing efforts of *Performance Clackamas* in meeting the County's equity goals.
- Partner with LEDIC to promote EDIC best practices.
- Assist Human Resources in its EEO goals.
- To further develop Clackamas County workforce character.
- Identify and recruit new EDIC members.
- Be fiscally prudent with EDIC budget.
- Create leadership opportunities for EDIC members.

The current ED/ budget is \$50,000. EDIC respectfully requests a budget increase of \$25,000 for an annual budget of \$75,000.



Q1 Would you be interested in joining an ENG related to one of these topics? (choose all that apply)



ANSWER CHOICES	RESPONSES	
Queers and Allies (Q&A)	14.29%	25
Outdoor adventures (hiking, kayaking, etc.)	45.14%	79
Social hour	29.71%	52
Employees of color	8.57%	15
Parenting group	14.86%	26
Women empowerment	33.71%	59
Professional development	45.71%	80
Team sports (softball, dodge ball, volleyball, etc.)	30.86%	54
Book club	31.43%	55
Health and wellness	45.14%	79

ENG Survey

02 What other type of ENG would you like to participate in at the county (if not specified above)?

Answered: 73 Skipped: 116

#	RESPONSES	DATE
	ΝΑ	5/29/2018 1:48 PM
2	Special Projects	5/16/20181:19 PM
3	I'm interested in supporting an ENG around mental health.	4/30/2018 5:31 PM
4	N/A	4/26/2018 1:27PM
5	No suggestions	4/26/2018 10:33 AM
6	Personal awareness/reflection and internal self- improvement	4/25/2018 2:14PM
7	Veterans/Family of Veterans Couples without kids Gardening/Homesteading Crafting Woodworking	4/25/2018 12:56 PM
8	N/A	4/24/2018 11:36 AM
9	none	4/24/2018 11:05 AM
10	none	4/24/2018 9:49AM
11	N/A	4/23/2018 4:24PM
12	Christian group	4/23/2018 11:59 AM
13	Photography	4/23/20187:53AM
14	Car Enthusiasts	4/23/20187:53AM
15	Crafts	4/23/2018 7:43 AM
16	none	4/23/20187:38AM
17	n/a	4/23/20187:18AM
18	Ifind the term queer offensive. I'm also quite sure all of the employees at Clackamas county have a color.	4/23/20186:59AM
19	ELGL- Engaging Local Government Leaders	4/22/2018 6:41 PM
20	Ido not have anything else at this time.	4/20/2018 3:02 PM
21	Meditation group	4/20/2018 2:05PM
22	The topics are great but I have a long commute so I probably wouldn't have the time to participate in many activities.	4/20/2018 11:46 AM
23	Survivors of domestic violence. Depression and anxiety- basically how to get things done, show up and be productive when depressed and anxious. (mental health support)	4/20/2018 10:55 AM
24	Mountain Biking or Trail Riding	4/20/2018 10:38 AM
25	How about inclusion of straight nuclear families? They sure could use encouragement too. Or has the focus of the county moved to only striving to meet the needs of its minority employees wither it be sexual orientation or race?	4/20/2018 9:44 AM
26	Just a shout out to basketball under the spots option. :)	4/20/20189:32AM
27	Christian Group	4/20/2018 8:06AM
28	Caregiver support. Mental Health. Hobbies (knitting), healthy cooking.	4/20/20187:32AM
29	If a group could be Facebook or email based, I might be interested, but don't have time for meetings or social gatherings outside of work time.	4/20/2018 7:18AM

30	Self-Directed Exercise Group	4/19/2018 5:52 PM
31	None	4/19/2018 4:41 PM
32	N/A	4/19/2018 4:39PM
33	n/a	4/19/2018 4:31PM
34	N/A	4/19/2018 4:10PM
35	Invisible disabilities	4/19/2018 4:04 PM
36	No other ideas	4/19/2018 3:31 PM
37	I'm locatP.d at Brooks and probably wouldn't take part in anything that didn't take place near here. I realize that's unlikely, but thank you!	4/19/2018 3:30PM
38	motorcycle enthusiasts	4/19/2018 3:20 PM
39	Social justice	4/19/2018 3:15PM
40	Faith-based groups (i.e. Christian, etc.)	4/19/2018 2:55PM
41	Card games	4/19/2018 2:52 PM
42	Parents of special needs children or family members.	4/19/2018 2:46 PM
43	?	4/19/2018 2:45 PM
44	Elder care- Taking care of parents or the Sandwich club (parents taking care of parents)	4/19/2018 2:36PM
45	none	4/19/2018 2:22 PM
46	Arts, Crafts, Design Groups. Collector/Hobby Groups. Cat/ Dog Lovers Group.	4/19/2018 2:17PM
47	Recovery fellowship	4/19/2018 2:17PM
48	dog parties	4/19/2018 2:11 PM
49	Team sports	4/19/2018 2:10PM
50	I think a County Ted Talk group would be amazing!	4/19/2018 2:08PM
51	lunch n learn's, activities offered during the work day	4/19/2018 2:08 PM
52	Crafts	4/19/2018 2:06 PM
53	Gardening	4/19/2018 2:01 PM
54	Support and advocacy for straight/heterosexual employees and their values.	4/19/2018 1:58 PM
55	NA	4/19/2018 1:57 PM
56	Small Farmers Unit or maybe a technology-related group where we can get together and share information and change management strategies.	4/19/2018 1:50 PM
57	Special needs parenting/caregiving	4/19/2018 1:49 PM
58	Im not single myself but maybe we could have a group that would focus on single County employee's that could me for coffee, bowling, escape room's etc. kind of like a "Parents without partners"	4/19/2018 1:49 PM
59	N/A	4/19/2018 1:45 PM
60	Mindfulness, incorporating meditation/intentional behaviors in daily life. In the fast-paced environment that the county operates in, I personally could use help to build community/accountability/reinforcement in my life. Most likely discussion-based with small activities. Perhaps a walking lunch group. I think I've seen that before. Side note: The thing about the ENGs for me is that I don't want to take on more work to join a networking group. If furthering county goals is the point of the group and the group's function is to work on a project, then please make sure to manage people's expectations that the goal of the group is to xyz when promoting these options. I already feel strapped for time on all my projects, joining a networking group in my opinion should be a stress reliever, not to add more work to my plate. That said, I am open to helping out ncrementally as I'm able with county/community efforts. Perhaps part of the solution is to not have the meetings during lunchtime if the goal is to work on projects. Perhaps those could be regular meetings like anything else so people don't have to 'give up their lunch hour' to participate.	4/19/2018 1:44 PM

ENG Survey

61	None that I can think of at the moment. All those listed above look good.	4/19/2018 1:40 PM
62	Iam not into ENG groups and would not join one.	4/19/2018 1:38 PM
63	Young Professionals	4/19/2018 1:35 PM
64	CrocheUKnit group, thinking of starting one	4/19/2018 1:35 PM
65	NA	4/19/2018 1:34 PM
66	-The several different social issues we manage daily and how to implement change sooner than later (why does the government continue to waste time and money) -Food: What the heck should we really be eating -Why profit is being placed above public health and why are we not using nutrition as a leading way to treat our citizens (every bite we take is a powerful opportunity to create health or promote disease) -New, cutting edge research around the gut-brain connection (nnd not from the FDA or CDC) -Self-care support group and how to properly take care of yourself	4/19/2018 1:34 PM
67	Parents/Caregivers of Disabled individuals.	4/19/2018 1:32 PM
68	Iwould enjoy many of these, but with the long work days I do not have the time or energy to join	4/19/2018 1:30 PM
69	none	4/19/2018 1:29 PM
70	N/A	4/19/2018 1:25 PM
71	None, the two I would want most (parenting and professional development) are included above.	4/19/2018 1:25 PM
72	bowling	4/19/2018 1:24 PM
73	20s and 30s group	4/19/2018 1:24 PM

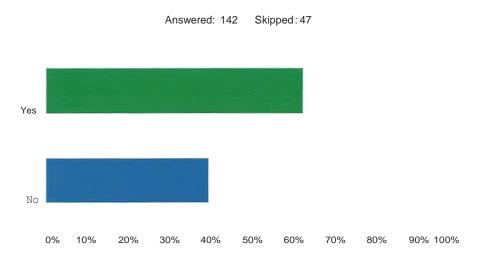
ENG Survey

03 If you would be interested in participating in or facilitating an ENG, please provide your name and email.

Answered: 71 Skipped: 118

ANSWER CHOICES	RESPONSES	
First name	98.59%	70
Last name	97.18%	69
Email	98.59%	70

Q4 Do we have your permission to share your contact information with other staff who are interested in the same groups (for planning purposes)?



ANSWER CHOICES	RESPONSES	
Yes,	61.27%	87
No	38.73%	55
Total Respondents: 142		

History of EDI Program at Clackamas County

Column1	Column2
2007	Emmett Wheatfall joins Clackamas County and begins developing the County Diversity & Inclusion Program.
	Clackamas County employees participate as attendees at the Northwest Public Employees Diversity Conference.
	At New Employee Orientation employees on a monthly basis are introduced to diversity and inclusion by the County's Diversity & Inclusion Manager. On average about 20 employees each month.
2008	Instituted is a Lunch & Learn program where employees voluntarily attend during lunch time topics by local and regional diversity consultants. Management is prohibited from requiring employees to attend. Strictly voluntary given Lunch & Learns are held during lunch time.
	Bi-Monthly employees with less than a year's employment at Clackamas County are required to attend a diversity training titled "Building Connections."
	New managers and supervisors are required to attend 1 hour of diversity training that's titled Frontline HR.
	At New Employee Orientation employees on a monthly basis are introduced to diversity and inclusion by the County's Diversity & Inclusion Manager. On average about 20 employees each month.
	Clackamas County employees participate as attendees at the Northwest Public Employees Diversity Conference. A minimum of 100 employees attend.

Column1	Column2
	Clackamas County reinvigorates it community based diversity council
2009	through public recruitment, reconstitution of bylaws, and election of officers.
	Lunch & Learn program continues wherefore employees voluntarily attend during lunch time topics by local and regional diversity consultants. Management is prohibited from requiring.
	Bi-Monthly employees with less than a year's employment at Clackamas County is required to attend a diversity training titled "Building Connections."
	New managers and supervisors are required to attend 1 hour of diversity training that's titled Frontline HR.
	At New Employee Orientation employees on a monthly basis are introduced to diversity and inclusion by the County's Diversity & Inclusion Manager. On average about 20 employees each month.
	Clackamas County employees participate as attendees at the Northwest Public Employees Diversity Conference. A minimum of 100 employees attend.
	The County continues its employee-based advisory council so named the
2010	Diversity & Inclusion Council. Through a vigorous application and selection process 11 employees form the Council.
	Also established is the County's informal management based Managers for Diversity & Inclusion Council.
	Lunch & Learn program continues wherefore employees voluntarily attend during lunch time topics by local and regional diversity consultants. Management is prohibited from requiring.
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Column1	Column2
2010 (continued)	Clackamas County employees participate as attendees at the Northwest Public Employees Diversity Conference. A minimum of 100 employees attend.
2011	Clackamas County establishes its annual A Day with Diversity & Inclusion for its employees only. The County contracts with either a national or international trainer to conduct Diversity & Inclusion training for County Commissioners, Administrators and Policy Advisors, management and the general employee population.
	The County conducts a major and County-wide (employees and management) Diversity and Inclusion Assessment. The Assessment is performed by a PhD from Portland State University.
	The County continues its employee-based advisory council so named the Diversity & Inclusion Council. Through a vigorous application and selection process 11 employees form the Council.
	Also established is the County's informal management based Managers for Diversity & Inclusion Council
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Column1	Column2
	The County unanimously passes what is deemed to be its first Diversity &
2012	Inclusion resolution affirming its commitment to diversity and inclusion as
	a County.
	Clackamas County institutes an annual community diversity and inclusion
	festival on its Red Soils Campus.
	A new emphasis is added to the Diversity and Inclusion Program. The new
	emphasis is a term called "Equity."
	The employee-based Diversity & Inclusion Council changes its names to the
	Equity, Diversity and Inclusion Council, as does the community based
	council—Leaders for Equity, Diversity and Inclusion Council.
	The Equity, Diversity and Inclusion Council wins a NACO award for
	innovative diversity and Inclusion work—public sector.
	Work continues on the county-wide diversity assessment. Clackamas County continues its annual A Day with Diversity & Inclusion
	for its employees only. The County contracts with either a national or
	international trainer to conduct Diversity & Inclusion training for County
	Commissioners, Administrators and Policy Advisors, management and the
	general employee population.
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Column1	Column2
2012 (continued)	Bi-Monthly employees with less than a year's employment at Clackamas County are required to attend a diversity training titled "Building Connections."
	New managers and supervisors are required to attend 1 hour of diversity training that's titled Frontline HR.
	At New Employee Orientation employees on a monthly basis are introduced to diversity and inclusion by the County's Diversity & Inclusion Manager. On average about 20 employees each month.
	Clackamas County employees participate as attendees at the Northwest Public Employees Diversity Conference. A minimum of 100 employees attend.
2013	The County wide diversity assessment is completed.
	Clackamas County institutes an annual community diversity and inclusion festival on its Red Soils Campus.
	A new emphasis is added to the Diversity and Inclusion Program. The new emphasis is a term called "Equity."
	The employee-based Diversity & Inclusion Council changes its names to the Equity, Diversity and Inclusion Council, as does the community based council—Leaders for Equity, Diversity and Inclusion Council.
	The Equity, Diversity and Inclusion Council wins a NACO award for innovative diversity and Inclusion work—public sector.
	Work continues on the county-wide diversity assessment.
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2013 (continued)	The County continues its employee-based advisory council so named the Diversity & Inclusion Council. Through a vigorous application and selection process 11 employees form the Council.

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	Also established is the County's informal management based Managers for Diversity & Inclusion Council.
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	Clackamas County employees participate as attendees at the Northwest Public Employees Diversity Conference. A minimum of 100 employees attend.
2014	Clackamas County hosts in partnership with Multnomah County its first Say Hey Event.
	The County partners with Partners in Diversity to host the first Say Hey Event for interns.
	Clackamas County continues its annual A Day with Diversity & Inclusion for its employees only. The County contracts with either a national or international trainer to conduct Diversity & Inclusion training for County Commissioners, Administrators and Policy Advisors, management and the general employee population.
	The County conducts a major and County-wide (employees and management) Diversity and Inclusion Assessment. The Assessment is performed by a PhD from Portland State University.
2014 (continued)	The County continues its employee-based advisory council so named the Diversity & Inclusion Council. Through a vigorous application and selection process 11 employees form the Council.

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	Clackamas County employees participate as attendees at the Northwest Public Employees Diversity Conference. A minimum of 100 employees attend.
2015	Clackamas County passes a new Equity, Diversity and Inclusion Resolution.
	The County establishes it Core Values principles with the acronym SPIRIT.
2016	
2017	Clackamas County host another Say Hey Event.
2018	Clackamas continue pursues development of departmental Equitable Service Delivery Plans.