



DIVERSITY & INCLUSION AD HOC COMMITTEE MEETING

MINUTES

**SPECIAL MEETING
MONDAY, MAY 26, 2023
10:00 AM**

(Paragraph numbers coincide with agenda item numbers)

1. CALL TO ORDER:

A special meeting of the Santa Clara Valley Water District (Valley Water) Diversity and Inclusion Ad Hoc Committee (Committee) was called to order in the Valley Water Headquarters Building Boardroom at 5700 Almaden Expressway, San Jose, California, and by Zoom teleconference, at 10:00 a.m.

1.1 Roll Call.

Committee members in attendance were District 7 Director Rebecca Eisenberg, District 5 Vice Chairperson Nai Hsueh, and District 6 Director Tony Estremera, Chairperson presiding, constituting a quorum of the Committee.

Staff members in attendance were: Ingrid Bella, Mera Burton, Rick Callender, Theresa Chinte, Rachael Gibson, Walter Gonzalez, Tammy Greunke, Andrew Gschwind, Christopher Hakes, Mary Harvey, Brian Hopper, Michele King, Candice Kwok-Smith, Jay Lee, Marta Lugo, Patrice McElroy, Nicole Merritt, Tony Ndah, Linda Nguyen, Richard Nguyen, Carlos Orellana, Don Rocha, Blanca Sanchez-Cruz, Lidya Tesfaye, Cheryl Togami, Tina Yoke and Beckie Zisser.

Guests in attendance were: Emilio Cruz and Jacqueline Reynoso -
Cordoba Corporation.

Public in attendance were: Rosa Bravo, BG, James, Johnathan Lockwood, Kerman Maddox, and xxx-xxx-5815.

2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA:

Chairperson Estremera declared time open for public comment on any item not on the agenda. There was no one who wished to speak.

2.1. Election of 2023 Diversity and Inclusion Ad Hoc Committee Officers.

Recommendation: Nominate and elect the 2023 Diversity and Inclusion Ad Hoc Committee Chairperson and Vice Chairperson.

The Committee considered Item 2.1 without a staff presentation.

Public Comments: None.

It was moved by Vice Chairperson Hsueh and seconded by Chairperson Estremera, and carried by majority vote that Director Estremera would remain Chairperson and Director Hsueh remain Vice Chairperson, with one No vote by Director Eisenberg.

3. APPROVAL OF MINUTES:

3.1. Approval of October 27, 2022 Diversity and Inclusion Ad Hoc Committee Meeting Minutes.

Recommendation: Approve the minutes.

The Committee considered the attached minutes of the October 27, 2023 Committee meeting without a staff presentation.

Public Comments:
None.

It was moved by Vice Chair Hsueh and seconded by Chairperson Estremera, and carried by majority vote with one Abstain vote from Director Eisenberg.

4. REGULAR AGENDA:

4.1. Receive Valley Water's Diversity, Equity and Inclusion (DEI) Strategic Master Plan Efforts Update; and Make a Committee Recommendation to Share the Report with the Board.

Recommendation: A. Receive information on Diversity, Equity and Inclusion (DEI) Strategic Master Plan efforts and Recommendations Report and;

- B. Recommend that the DEI Strategic Master Recommendations Report be shared with the full Board.

Marta Lugo and Emilio Cruz reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials contained in Attachment 1 were reviewed as follows: Marta Lugo, reviewed Slides 1 through 8, Slide 18; and Emilio Cruz reviewed Slides 9 through 17.

Marta Lugo, Blanca Sanchez-Cruz, Linda Nguyen, Emilio Cruz, Jacqueline Reynoso, and Rick Callender were available to answer questions.

Public Comments:
None.

The Committee received the information and noted the following:

- The Committee requested staff to follow up on including remedial measures for reporting of sexual harassment, available non-gender restrooms, addition of non-binary language on the Valley Water website, improving support of local Indigenous people, and equal pay for women.
- The Committee confirmed their monitoring role, interest in the environmental justice impact on future projects, discussed the challenges of unbundling large contracts to utilize smaller businesses, and support for sustainable vendors.
- The Committee noted the significance of the support of the Employee Resource Groups, and the continued development of hiring diverse staff within the community.

It was moved by Vice Chair Hsueh and seconded by Director Eisenberg and unanimously approved that the DEI Strategic Master Plan Efforts Recommendations Report be shared with the Board.

- 4.2. Receive and Discuss the Draft Plan for Documenting and Disseminating Valley Water's Board Historical Actions to Enable the Advancement of Environmental Justice.

Recommendation: Receive and discuss the Draft Plan for documenting and disseminating Valley Water's Board historical actions to enable the advancement of Environmental Justice.

The Committee continued this Item to the August meeting.

4.3. Review and Recommend to the Board of Directors Proposed Guidelines For the Naming/Renaming of Valley Water-Owned Land, Facilities and Amenities.

- Recommendation:
- A. Receive proposed guidelines for the naming/renaming of Valley Water assets.
 - B. Provide feedback to staff on proposed updated Guidelines and;
 - C. Recommend final guidelines to the Board for approval.

Blanca Sanchez-Cruz reviewed the information on this item, per the attached Committee Agenda Memo and per the information contained in Attachment 1.

Blanca Sanchez-Cruz was available to answer questions.

Public Comments:
None.

The Committee received the information and noted the following:

- The Committee requested staff to follow up on including a more detailed explanation of the naming guidelines.
- The Committee noted the importance of the inclusion of underrepresented groups like women or LGBTQIA+ for naming guidelines.

Vice Chair Hsueh requested the motion be amended to not include a waiting time period for the guidelines for the naming/renaming of Valley Water-owned land, facilities, and amenities.

It was moved by Vice Chair Hsueh and seconded by Director Eisenberg and unanimously approved that the final guidelines for the naming/renaming of Valley Water-owned land, facilities, and amenities go to the Board for approval as amended.

4.4. Review the Valley Water 2023 Employee Survey.

Recommendation: Receive the information on the 2023 Employee Survey.

Patrice McElroy reviewed the information on this item, per the attached Committee Agenda Memo and per the information contained in Attachment 1.

Patrice McElroy and Rick Callender were available to answer questions.

Public Comments:
None.

The Committee received the information, took no formal action, and noted the following:

- The Committee requested staff to follow up with additional information regarding the survey results on Slides 14 and 16 of the PowerPoint presentation.
- The Committee noted the inclusion of COVID-19 data will be provided in the final survey report.
- The Committee noted the importance of the consultant providing explanations of the statistics to confirm which results are of significance.

4.5. Receive and Accept the Diversity and Inclusion Ad Hoc Committee 2022 Accomplishments Report.

Recommendation: Receive and accept the Diversity and Inclusion Ad Hoc Committee 2022 Accomplishments Report.

The Committee considered this Item without a staff presentation.

It was moved by Vice Chair Hsueh and seconded by Director Eisenberg and unanimously approved to accept the Diversity and Inclusion Ad Hoc Committee 2022 Accomplishments Report.

4.6. Review Diversity and Inclusion Ad Hoc Committee 2023 Work Plan and Accept 2023 Meeting Schedule.

Recommendation: A. Review the 2023 Diversity and Inclusion Ad Hoc Committee 2023 Work Plan and make Adjustments as necessary; and
B. Accept the 2023 meeting schedule.

The Committee considered this Item without a staff presentation.

The Committee received the information, took no formal action, and noted the following:

- The Committee noted the next meeting will be in August 2023 and confirmed Item 4.2 would be addressed at the August meeting.
- The Committee confirmed Item 4.4 would report back to the Committee upon the completion of the consultant's final report. The final employee survey report was provided to the full Board including DIAHC Committee members on June 8, 2023.
- The Committee requested staff to include the Tribal Land Acknowledgement and the status of the Equal Pay Act audit results as future agenda items.

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS:

This is an opportunity for the Clerk to review and obtain clarification on any formally moved, seconded, and approved requests and recommendations made by the Committee during the meeting.

None.

6. Adjourn:

6.1. Adjourn to Regular Meeting at 2:00 p.m, on October 26, 2023..

Chairperson Estremera adjourned the meeting at 11:44 a.m., to the regular meeting subsequently approved and scheduled at 11:00 a.m. on August 15, 2023.

Nicole Merritt
Assistant Deputy Clerk II

Date Approved: August 15, 2023