



DIVERSITY & INCLUSION AD HOC COMMITTEE MEETING

# MINUTES

**REGULAR MEETING  
TUESDAY, AUGUST 15, 2023  
11:00 AM**

(Paragraph numbers coincide with agenda item numbers)

## **1. CALL TO ORDER:**

A regular 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 11:00 a.m.

### **1.1 Roll Call.**

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

Director Rebecca Eisenberg (District 7) arrived as noted below.

Staff members in attendance were: Ingrid Bella, Ricardo Barajas, Roseryn Bhudsabourg, Glenna Brambill, Rick Callender, Theresa Chinte, Jennifer Codianne, Rosie Cofre, Rachael Gibson, Walter Gonzalez, Heather Hamp, Brian Hopper, Candice Kwok-Smith, Dave Leon, Courtney Letts, Isabella Luong, Velia Mariscal, Patrice McElroy, Emily Meeks, Nicole Merritt, Linda Nguyen, Carlos Orellana, James Randol, Shanika Richards, Mario Rivas, Blanca Sanchez-Cruz, Michelle San Miguel, Max Overland, Sasa Seto, Lidya Tesfaye, Sherilyn Tran, Cheryl Togami, Bryant Welch, Tina Yoke, Zuberi White, and Beckie Zisser.

Public in attendance was: None.

## **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.

Attachment 1

### **3. APPROVAL OF MINUTES:**

- 3.1. Approval of May 26, 2023 Diversity and Inclusion Ad Hoc Committee Meeting Minutes.

Recommendation: Approve the minutes.

The Committee considered the attached minutes of the May 26, 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 that the minutes be approved.

### **4. REGULAR AGENDA:**

- 4.1. 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.

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, took no formal action, and noted the following:

- The Committee gave positive feedback on the Draft Plan; and Director Hsueh gave direction to staff on revisions under Theme 3: Financial Structures on Page 2 of Attachment 1.

Director Eisenberg arrived.

- 4.2. Receive Valley Water's Next Generation (Next Gen) Career Pathways Program.

Recommendation: Receive an update on Valley Water Next Gen Career Pathways Program.

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

Ingrid Bella was available to answer questions.

Public Comments:  
None.

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

The Committee gave positive feedback on the update and encouraged staff to continue their efforts of inclusiveness and equal representation to promote workforce development.

#### 4.3. Receive Valley Water's Veteran Outreach Initiatives Update.

Recommendation: Receive an update on Valley Water's efforts to increase visibility and preference for veteran applicants.

Courtney Letts reviewed the information on this item, per the attached Committee Agenda Memo and the corresponding presentation materials contained in Attachment 1 were reviewed by staff as follows: Courtney Letts reviewed Slide 1 and Slides 5 through 7 and Sasa Seto reviewed Slides 2 through 4 and Slide 8.

Courtney Letts, Sasa Seto, and Patrice McElroy were available to answer questions.

Public Comments:  
None.

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

- The Committee gave positive feedback on the update and recognition for achieving the Military.com Veteran Hiring Pledge badge and noted upcoming outreach updates for the formerly incarcerated and persons with disabilities.
- Director Eisenberg noted for staff that climate change and Environmental Justice efforts as possible options to assist with Veteran outreach.

4.4. Receive Information on the Process of Employee Complaints Against Board Members and the Chief Executive Officer (CEO).

Recommendation: Receive the information on the Employee Complaints Process against Board Members and the CEO.

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:

- Director Eisenberg noted support for reevaluating the complaints process and Director Hsueh noted that the Board Policy and Planning Committee's current focus was on updating the ethics and code of conduct portion of the Governing Policy, GP 6 to be considered by the Board at a future meeting.

4.5. 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.

Blanca Sanchez-Cruz, 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 reconfirmed interest in receiving upcoming outreach updates for the formerly incarcerated and persons with disabilities at a future meeting.
- The Committee confirmed a report back in 6 months regarding the

status of the implementations per the results of the Employee Survey Report and Director Hsueh noted the option of the Committee submitting their questions to the Chair.

**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 12:32 p.m., to the regular meeting at 2:00 p.m. on October 26, 2023, but it was subsequently canceled with the next meeting to be determined.

Nicole Merritt  
Assistant Deputy Clerk II

Date Approved: January 11, 2024

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