



SANTA CLARA VALLEY WATER DISTRICT

DIVERSITY & INCLUSION AD HOC COMMITTEE MEETING

MINUTES

THURSDAY, JANUARY 27, 2022

2:00 PM

(Paragraph numbers coincide with agenda item numbers)

1. ROLL CALL.

A regular teleconferenced meeting of the Santa Clara Valley Water District (Valley Water) Diversity and Inclusion Ad Hoc Committee (Committee) was called to order at 2:00 p.m., on January 27, 2022, via Zoom teleconference.

1.1. Roll Call

Committee members attending via Zoom teleconference: District 1 Director John Varela, District 5 Director Nai Hsueh, and District 6 Director Tony Estremera, Chairperson presiding, constituting a quorum of the Committee.

Staff members in attendance via Zoom teleconference: R. Callender, Chief Executive Officer, I. Bella, N. Dominguez, M. Ganjoo, M. Harvey, B. Hopper, M. Lugo, B. Welch, and W. Whitlock.

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 present who wished to speak.

3. ELECTION OF COMMITTEE OFFICERS.

3.1. Election of 2022 Diversity and Inclusion Ad Hoc Committee Officers.

Recommendation: Nominate and elect the 2022 Diversity and Inclusion Ad Hoc Committee Chairperson and Vice Chairperson.

It was moved by Director Varela, seconded by Director Hsueh, and unanimously carried by roll call vote to elect 2022 Diversity and Inclusion Ad Hoc Committee Officers as follows: 2022 Chairperson Director Estremera and 2022 Vice Chairperson Nai Hsueh.

4. APPROVAL OF MINUTES:

4.1. Approval of Diversity and Inclusion Ad Hoc Committee Meeting Minutes of October 28, 2021.

Recommendation: Approve the minutes.

Director Hsueh requested that the October 28, 2021 minutes be amended as follows:

On Page 15, Item 4.3, Paragraph 3, the last sentence revise to read *It was moved by Director Hsueh, seconded by Director Varela, and carried by roll call vote to support and forward staff's recommendation to add 10 additional spots to the Summer Internship Program for students from disadvantaged communities (Cost = \$150,000) and establish a Career-Ready \$1,000 Scholarship Program for 50 disadvantaged students per year (Cost = \$50,000) to the Board for consideration during a November 2022 Board meeting for potential inclusion in the Fiscal Year **2022 2023** budget.*

On Page 15, Item 4.4, Bullets 1 through 3, revise to read:

- *Include a report of the Board's historical key decisions to equitably allocate resources throughout the community to advance environmental justice, and schedule for **January** 2022.*
- *Include individual reports on the Association of California Water Association (ACWA) and Water Education for Latino Leaders' (WELL) equity efforts to incorporate diversity and inclusion into their organizations, and schedule for **January** 2022.*
- *Include a report of Valley Water's Employee Resource Groups' activities to promote equity and environmental justice in the community, and schedule for **January** 2022.*

On Page 16, Item 4.4, Bullet 6, revise to read:

- *Carry remaining Human Resources items over to the 2022 **CIP** Work Plan to be scheduled for discussion, as appropriate.*

On Page 16, Item 7.1, last paragraph must be deleted: ~~*Chairperson Estremera adjourned the meeting at 12:55 p.m., to the next meeting scheduled to occur on Thursday, October 28, 2021, to be called to order in compliance with the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20.*~~

The Committee considered the October 28, 2021 minutes of the Diversity & Inclusion Ad Hoc Committee. It was moved by Director Hsueh, seconded by Director Varela, and unanimously carried by roll call vote, to approve the minutes as amended.

5. ACTION ITEMS:

- 5.1. Consider a Recommendation by the Office of Racial Equity, Diversity & Inclusion to Provide Diversity, Equity and Inclusion Training to Valley Water's Board of Directors.

- Recommendation:
- A. Receive information from the Office of Racial Equity, Diversity, and Inclusion (REDI) regarding Diversity, Equity & Inclusion training for the Valley Water Board of Directors.
 - B. Approve the recommendation to provide the Valley Water Board of Directors with training in Diversity, Equity & Inclusion

and advance this recommendation for consideration to the full Valley Water Board of Directors.

Mr. Warren Whitlock, Racial Equity and Diversity & Inclusion Manager, reviewed the information on this item, per the attached Committee agenda memo, and per the information contained in Attachment 1.

In response to the Committee's request to reduce the planned four sessions to two, Mr. Whitlock agreed to work out a schedule on a month with a fifth Tuesday for scheduling purposes.

It was moved by Director Hsueh, seconded by Director Varela, and unanimously carried by roll call vote to approve the recommendation to provide Valley Water Board of Directors with training in Diversity, Equity & Inclusion and advance this recommendation for consideration of the full Board.

- 5.2. Receive Employee Equity Assessment Report from the Office of Racial Equity, Diversity and Inclusion.

Recommendation: Receive Employee Equity Assessment Report.

Ms. Marta Lugo, Assistant Officer, reviewed the information on this item, per the attached Committee Agenda Memo, and per the information contained in Attachment 1.

Mr. Rick Callender, Chief Executive Officer, informed the Committee that this is first part of the assessment report, that the consultant will provide a more extensive assessment of the entire organization, and that the target date for the full assessment report, as well as the diversity master plan, would be June 2022.

The Committee requested that staff bring back the remaining part of the report with a comprehensive narration on the role of this report in the development of the strategic Diversity & Inclusion master plan.

In response to Director Varela's proprietary concern, the Committee announced that the final assessment report would be available to the public and could be shared with ACWA Region 5 Board.

Chairperson Estremera announced that he would provide a status report to the full Board on the progress of this report, in case there is an interest from Board Members to participate during the development process.

The Committee noted the information, without formal action.

- 5.3. Receive Diversity and Inclusion Ad Hoc Committee 2021 Accomplishments Report.

Recommendation: Receive and accept the Diversity and Inclusion Ad Hoc Committee 2021 Accomplishments Report.

It was moved by Director Varela, seconded by Director Hsueh, and unanimously carried by roll call vote to approve the recommendation to accept the Diversity and Inclusion Ad Hoc Committee 2021 Accomplishments Report.

5.4. Review Diversity and Inclusion Ad Hoc Committee 2022 Work Plan.

Recommendation: A. Review the 2022 Diversity and Inclusion Ad Hoc Committee Work Plan and make adjustments as necessary; and
B. Confirm date for next meeting, per 2022 meeting schedule.

Ms. Natalie Dominguez, Assistant Deputy Clerk, reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials contained in Attachment 1.

The Committee was informed of two upcoming D&I agenda items, as follows:

- an agenda item for the April 2022 Committee meeting on Historical Key Decisions to Advance Environmental Justice referencing the memo from Director Hsueh attached herein as Handout 5.4-A; and
- an informational item on diversity and inclusion efforts by ACWA and WELLS through a report out by Director Varela.

It was moved by Chairperson Estremera, seconded by Director Hsueh, and unanimously carried by roll call vote to adopt the 2022 Committee work plan and to confirm the next meeting, per the 2022 meeting schedule.

6. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.

The Committee request and recommendations were not read into the record.

7. ADJOURN.

7.1 Adjourn to Regular Meeting at 2:00 p.m., on April 28, 2022.

Chairperson Estremera adjourned the meeting at 2:30 p.m., to the next meeting scheduled to occur on April 28, 2022.

Eva M. Sans
Assistant Deputy Clerk II

Approved: