



SANTA CLARA VALLEY WATER DISTRICT

DIVERSITY & INCLUSION AD HOC COMMITTEE MEETING

MINUTES

WEDNESDAY, JUNE 8, 2022

11:00 AM

(Paragraph numbers coincide with agenda item numbers)

1. ROLL CALL.

A special meeting of the Santa Clara Valley Water District (Valley Water) Diversity and Inclusion Ad Hoc Committee (Committee) was called to order at 11:00 a.m., on June 8, 2022, via Zoom teleconference.

1.1. Roll Call

Committee members in attendance were District 5 Director Nai Hsueh, and District 6 Director Tony Estremera, Chairperson presiding, constituting a quorum of the Committee. District 1 Director John Varela was excused from attending.

Staff participating were Carlos Orellana, District Counsel, Ingrid Bella, Chelsea Busick, Mike Cook, Conception Gayotin, Rachael Gibson, Brian Hopper, Marta Lugo, Janice Lum, Blanca Sanchez-Cruz, Bryant Welch, Warren Whitlock, and Sunny Williams.

Guest in attendance was Mr. Stephen Tucker, Principal, Cordoba Group

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. APPROVAL OF MINUTES:

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

Recommendation: Approve the minutes.

The Committee considered the January 27, 2022 minutes of the Diversity & Inclusion Ad Hoc Committee. It was moved by Director Hsueh, seconded by Director Estremera, and unanimously carried by roll call vote, to approve the minutes as presented.

4. ACTION ITEMS:

4.1. Consider Adopting Tribal Land Acknowledgment Statements.

- Recommendation:
- A. Receive information regarding proposed Tribal Land Acknowledgment draft statements.
 - B. Recommend that the Valley Water Board adopt standardized Tribal Land Acknowledgment statements for use by the Board and staff.

Marta Lugo, Assistant Officer, External Affairs, reviewed the information on this item, per the attached Committee agenda memo, and the information contained in Attachment 1 was reviewed by Blanca Sanchez-Cruz, Program Administrator, Office of Racial Equity, Diversity & Inclusion (REDI).

The Committee noted the following during the presentation:

- A historical background on land acknowledgment statements beginning in the 1970s among educational and non-profit organizations, and the purpose of the proposed statements related to VW's relationship and experience with tribal communities; and
- Four standard language templates for use by staff at their own discretion and about the Native Land Digital website that allows anyone to type in any address around the world and identify indigenous tribes on that location: <https://native-land.ca/>.

The Committee requested that staff provide the Diversity and Inclusion Ad Hoc Committee a comprehensive list of VW agreements on capital projects that are contracted with tribal communities. Subsequently, IBMR No. I-22-0005 was assigned to staff on this request.

It was moved by Director Estremera, seconded by Director Hsueh, and unanimously approved to approve the recommendation to bring to the full Board for consideration standardized Tribal Land Acknowledgment statements for use by the Board and staff.

4.2. Update on the Valley Water Diversity, Equity and Inclusion Master Plan.

- Recommendation:
- Receive a presentation from staff and the Cordoba Group on the status of Valley Water's Diversity, Equity and Inclusion Master Plan, and provide feedback to staff.

Ms. Marta Lugo, Assistant Officer, reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding information contained in Attachment 1 was reviewed by Mr. Stephan Tucker, Cordoba Corporation Program Management Director.

The Committee noted the following without taking formal action:

- A presentation by Stephan Tucker on high-level summary of findings and observations in diversity, and the directions that were being undertaken with the master plan, as well as challenges posed by the unavailability of voluntary data on ethnicity to allow for definitive statements on Valley Water's diversity.
- Recommendations from Stephan Tucker related to needed staff anti-bias training, role of the REDI office in the organization, role of the Leadership Team and the

Board in creating a desired culture and pathway to that culture, and various strategic works in diversity.

The Committee acknowledged the request for Equal Employment Opportunity data by Stephan Tucker for statistical data and identify trends on various diversity issues.

The Committee received the information, without taking formal action.

- 4.3. Receive Staff Recommendation on the Next Steps to Advance Director Hsueh's Memo of January 26, 2022, entitled "Synopsis of Historical Board Actions that Advance Environmental Justice."

Recommendation: Approve staff recommendation to advance Director Hsueh's memo of January 26, 2022, entitled "Synopsis of Historical Board Actions that Advance Environmental Justice," as a Board column, blog and/or Nextdoor post, highlighting ways in which Valley Water has advanced environmental justice throughout the years.

Marta Lugo, Assistant Officer, reviewed the information on this item, per the attached Committee Agenda Memo, and added that staff recommendation is to publish an article on past actions that the Board has taken in terms of environmental justice, and how it relates to the present work that Valley water is currently engaged in.

Director Hsueh expressed approval of a column block on Nextdoor post on how Valley Water had advanced environmental justice through the years.

The Committee noted the information without taking formal action.

- 4.4. Long-term Strategic Staffing Plan.

Recommendation: Receive an update on the Strategic Staffing Plan as part of this committee's work plan.

Ingrid Bella, Acting Human Resources Manager (Interim Human Resources Officer), reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials contained in Attachment 1 was reviewed by Lidya Tesfaye, Senior Management Analyst; and introduced Patrice McElroy, the new Deputy Administrative Officer.

The Committee received information that this item is part of the Board's work plan and commissioned by the CEO to develop a tool to proactively determine staff needed and skills that would be needed for Capital Improvement Program (CIP), and that Vemo would be adopted as an exploratory software solution for VW long-term staffing plan; and that the software would have three cloud-based modules: workforce planning, analytics, and resource management.

Director Hsueh suggested that on Slide 3, on the second bullet item, *Match people to projects to optimize success rates*, the Vemo project team could add that success rates could be refer to both for the project and for our staff.

The Committee noted the information without taking formal action.

4.5. Update Report on ACWA Diversity, Equity and Inclusion (DEI) Activities from Chair Pro Tem Varela.

Recommendation: Receive verbal report on ACWA DEI activities from Chair Pro Tem John Varela.

Chairperson Estremera announced that this item would be carried to the next meeting when Director Varela is present to do a report out.

The Committee noted the information without taking formal action.

4.6. Review Diversity and Inclusion Ad Hoc Committee 2022 Work Plan, and Confirm Next Meeting Date.

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. Lugo reviewed the information on this item, per the attached Committee agenda memo, and mentioned the following items planned for the next meeting:

- Update on the strategic master plan;
- An item on housing equity that came up from a previous board meeting in terms of addressing that through the master plan; and
- Update on ACWA DEI activities by Director John Varela.

The Committee received the information without taking formal action and noted the next meeting date on July 28, 2022. Subsequently, the meeting on July 28, 2022 was cancelled, and the next meeting of the Committee would be October 27, 2022.

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.

None.

6. ADJOURN.

6.1 Adjourn to Regular Meeting at 2:00 p.m. on July 28, 2022.

Chairperson Estremera adjourned the meeting at 12:20 p.m., to the next meeting scheduled to occur on July 28, 2022. Subsequently, the July 28, 2022 meeting was cancelled, and the next meeting of the Committee would be October 27, 2022.

Eva M. Sans
Assistant Deputy Clerk II

Approved: