

May 18, 2021 2 p.m. – 5 p.m. on Go- To Meeting

DEI Advisory Committee Notes DRAFT

Attendance

General Manager/Co-Convener, Vicki Evans

General Manager/Co Convener, Brenda Jackson

Presenter, K.L. Scott and Associates

DEI/PIO Admin, Cheribeth Thomas

Members Present:

Al Florez, Alissa Brashear, Alvin Chestnut, Anila Ashraf, Annie Thomas, Denise Schunk, Garry Crumpler, Hardin Brown, Ivonne Mendez, Jared White, Jennifer Green, Kelly Moore, Mia Kaleiwahea-Perry, Nora Armstrong, Ricky Hair, Telise Chavis, Timothy Middleton, Tye Vaught, Vincent Evans

Members Absent:

April Kelly, Cynthia McKinley and Sara Reyes

Welcome

- Co-Conveners welcomed the members back.

Overview

- K.L. Scott and Associates
 - Reviewed Gap Findings & Recommendation in the following areas:
 - **Policy Development & Execution** – the process of developing clear unambiguous definitions and operating principles to guide decisions and achieve rational outcomes. The execution of policy should be monitored for impacts of intended outcomes.
 - **Internal Operations** – the use of programs, systems and procedures by employees, consultants, contractors (i.e., temporary staff) to provide a service to an end customer (e.g., county employee, resident or business).

- **Staff Recruitment** – *the effort and ability of Cumberland County to attract diverse employees, retain and promote them through a working environment which supports equity and inclusion.*
- **Community Outreach** – *involves the offering of education, social planning and support of activities to provide diversity, equity and inclusion to community residents.*
- Explained next steps:
 - KLS&A will provide a Solution Analysis listing potential solutions, evaluating their risk, impact and level of effort for the county.
 - KLS&A will work with the County to choose initiatives to move forward and develop a strategic plan that provides an implementation roadmap, key performance measures to monitor success and a detailed action plan to execute solutions.
- Reviewed quantitative data (report card, diagram & heat maps etc.) to see how we scored on the maturity assessment based on all county employee DE&I maturity assessment results.

General Discussion

- April 20, 2021 meeting notes were approved through consensus.
- Updates were provided on:
 - Personnel Ordinance was approved by the BOC on May 3, 2021.
 - Personnel Policy was presented to Leadership team it includes the addition of the floating holiday. Goes into effect June 1, 2021.
 - Nora sent draft of Newsletter for PIO and will be in next County newsletter.
 - DEI CCNCTV segment – committee members should send any suggested questions they would like to see included in segment.
 - Co-conveners will connect with the Executive Steering Committee and ask about term limits.
- Room was opened for further discussion.
- Potential agenda items for the next meeting were discussed.
 - KLS&A Solution Analysis
 - Updates on newsletter & TV segment
 - Term lengths of members

Adjourned

- Committee members reminded of the next meeting date, time and location.
- Meeting was adjourned.