

Equity and Inclusion Leadership Team (EILT) Meeting Notes – 02.15.2021

Present: *Mari Lee, Roger Wilson, Rose Chaney, Dr. Keith Harris, Thad Goodman, Maria Herrera, Toni Shindlecker, Akiyyah Billups, William Reid, Aje Hill, Dr. Xavier Bruce, Latrice Lewis, Solash Aviles, Michael Blue, Wayne Howard, Katie Hall, Peter Brehm and Margaret Nusbaum.*

Regrets: *Sherry Angelettyl, Rev. Ronnie Henry, Rev. Darren Gerald, Dr. Terry Scott, Veronica Lowe and Maria Shuck.*

County Executive Office Attendees: *Michael Hughes and Leyda Navarro.*

Our Charge: Identify key initiatives for effectively advancing Equity and Inclusion in the County, and submit these priorities, along with recommended strategies to the County Executive as a formal report by April 2021.

Welcome and Introductions

Michael Hughes welcomed all in attendance and thanked them for participating on the team. Members introduced themselves and the organizations that they represent.

Review of survey completed by the team show topics prioritized as follows:

1. FCG Minority Workforce Hiring Policies and Procedures
2. Long Term (DEI) Diversity Equity and Inclusion Commitment
3. Data Collection and Data Driven Decision
4. Minority Business Procurement and Contracting (*tie*)
4. Law Enforcement and Justice Reform (*tie*)
5. Minority Business Support Services
6. Health Disparities
7. Education and Diversity
8. Advance Community Relations
9. DEI Training for FCG Employees and Community
10. Services that benefit minority residents
11. County Government Communications – Image – Website –highlighting DEI

Wayne Howard, FCG Human Resources Director presented on the topic of FCG Minority Workforce Hiring Policies and Procedures

General Recruitment Procedures:

- HR posts the vacancies on the County's website, as well as a few other sites to which job postings are typically sent. HR reviews all the applications. HR and the Hiring Manager create a list of the most qualified candidates, from which the Supervisor of the Division selects candidates to interview.
- HR reviews each applicant to ensure the selection is fair.
- When HR receives a request for targeted recruitment, those positions are posted in certain areas or publications. HR would like to have additional funding for targeted recruitment.
- HR compiles quarterly reports that include demographic data
- There is recognition of the need to work in getting more women in general, and other minority candidates and the need to develop stronger recruiting connections within these populations to share job postings.

- The way we recruit is similar to the way the Federal government or other Counties recruit. The challenge that we are having is to get people in the minority community to apply for this positions.

Efforts being made to increase the number of minority candidates include:

- The County Executive directed that a study be conducted to identify deficiency in recruitment.
- In addition to posting at traditional sites, we will also post in other places that where we don't incur a cost.
- We have also used external recruitment services, but it is very expensive.

Second presentation/discussion –Wayne Howard, FCG Human Resources Director, presented on the topic of DEI (Diversity, Equity, and Inclusion) Training for FCG Employees and Community

- In 2019 the CE (County Executive) requested HR to establish a diversity committee to advance Diversity, Equity and Inclusion training for FCG workforce. However, the impact of COVID-19 required efforts to be temporarily concentrated elsewhere, in order to address the pandemic.
- CE and HR are planning to hire a training administrator that will provide County employees with Diversity training.
- We would like to see a culture shift with FCG
 - But is not a great deal of turnover within workforce of FCG.
 - HR is aware of the need to review salaries and make changes, which might assist in retaining employees from minority populations.
 - HR is currently looking to hire a consultant that will review our hiring process, and diversifying our candidate pools.

The priority for the EILT is narrowing the list of topics to identify our priorities and strategies, that will then be presented to the CE in April. Meeting this April deadline will allow the CE to fund these priorities when creating her budget. In order to achieve this goal, the Team has asked to receive data previous to topic presentations/discussions. In addition, the Team would like to return to the discussion of FCG's workforce and the receiving to EEO data previous to holding this conversation.

The EILT requested the following to assist in their work

The EILT will likely want to give a great deal of attention to prioritizing goals whose impact sustain change. These things might include establishing an Equity and Inclusion Commission, codifying the CEIO position and maybe doing a re-org that brings divisions together to provide the CEIO with a support system. We started this goal with one person and we know that we may need more staff in the future. This team has been empowered by the CE to identify priorities that can be put into action.

The format of our meetings will be reviewed and changes made to assist in moving forward with increased efficiency.

No public comments were received. Our next meeting will be held on March 1, 2021.

Meeting adjourned.