

Workforce Development Board (WDB) DEI Committee Agenda

Date: February 22, 2024
Time: 9:00 – 10:30 a.m.
Place: In person & via Zoom
9246 Lightwave Ave, Suite 100, San Diego, CA 92123
<https://workforce-org.zoom.us/j/89309225024>
Meeting ID: 893 0922 5024

Welcome

Ricky Shabazz – Chair

- Call the meeting to order
- Non-agenda public comments
- Introductions and greetings

Action Items

- Item #1: Minutes of December 14, 2023, DEI Committee Meeting
- Item #2: DEI Committee Name Discussion and Update

Information Items

- Item #3: SDWP Employment Demographics and Recruitments Strategy
- Item #4: SDWP Internal DEI Efforts Update

Adjournment

Next Meeting: April 11, 2024 at 9:00am

PUBLIC COMMENT: Members of the public may address the Board on issues on the agenda (three minutes per subject) and/or other items within the Board's scope. To speak, use the "Raise Hand" function at the time of public comment. The SDWP will provide accommodations to persons who require assistance. Questions: (619) 228-2900.

Item #1: Minutes of December 14, 2023 DEI Committee Meeting

WDB - DEI Committee Meeting Minutes: December 14, 2023

Members Present

Ricky Shabazz (Chair), Brisa Johnson (Via Zoom), Danene Brown, Kurling Robinson, Mimi Rosado

Staff Members Present

Tony Young, Interim President, and CEO

Location: 9246 Lightwave Ave Suite 210, San Diego, CA 92123

The meeting was called to order by Ricky Shabazz at 9:05 am with a quorum.

Non-Agenda Public Comment:

None.

Action Items

***Item 1:* Minutes of the October 19, 2023 DEI Committee Meeting**

Motion: Committee approves the meeting minutes.

Moved (K. Robinson), Seconded (D. Brown), Motion carried unanimously.

Information Items

***Item 2:* Adopt A School - Post Presentation Discussion & Follow up**

R. Shabazz highlighted the Adopt A School project and requested a confirmed date for the program presentation at the WDB meeting. He shared his efforts and suggested having representatives from SDWP and San Diego City College to present collectively and showcase the potential data as well as partnership opportunity among other organizations.

***Item 3:* FY24 DEI Committee Priorities**

T. Young highlighted the organization's efforts in identifying a DEI consultant, Dr. Roxanne Kamani, to help the organization in navigating

and implementing the internal DEI plan. He shared that SDWP has received fund from the Irvine Foundation to be used for this purpose.

Item 4: **DEI Committee Principles & Pillars**

In aligning with the DEI pillars, the DEI Committee Members expressed the need for updates on internal DEI work and employment demographic data. The success of the Adopt A School program as a DEI Committee pillar was also discussed and the potential of a mentorship program was explored. The Committee acknowledged the importance of documenting these initiatives in their work plan.

Additionally, the Committee discussed the third pillar of the Committee's work plan which focuses on assisting other organizations in diversifying their workforce.

M. Rosado highlighted two components: 1) Providing a toolkit to partner organizations with the aim of assisting partner organizations in replicating the internal DEI work of SDWP. 2) the development of a systematic assessment of agencies based on their commitment to diversity and inclusion.

The Committee also discussed creating a mechanism to assess agencies SDWP does business with, grading these agencies based on their DEI efforts. R. Shabazz added that the assessment would influence decisions on funding, contracting, and sub-grants opportunities.

M. Rosado to share a DEI pathway document outlining organization's DEI assessment to help set a starting point and exploring future strategies.

D. Brown outlined the black student equity report outcomes. She added that community colleges students were surveyed and participated in focus groups. She emphasized the need to work with partner employers who are willing to improve their workforce strategy, but lack resources and strategies.

B. Johnson emphasized the importance of incorporating measures to assess progress and accountability into diversity and inclusion policies. She highlighted the need for a systemic approach to measure the effectiveness of the DEI policies and programs and suggested creating a dashboard for tracking progress.

The Committee acknowledged the significance of data in developing conversation and decisions relate to DEI efforts. B. Johnson proposed discussing and implementing a system that measures progress and

includes accountability measures such as economic consequences for business engaging in discrimination.

R. Shabazz outlined a plan for the next two (2) meetings. The February meeting will focus on internal DEI efforts with SDWP. This includes presenting data on hiring, recruitment, and current staffing demographics. He also requested adding an action item for the next meeting to discuss and potentially modify the committee's name in the bylaws by adding "A" for (Accessibility) to the commonly used DEI framework. April meeting is slated to address the third pillar involving assistance to other organizations. The discussion will include whether to keep or modify this pillar.

The Committee discussed and agreed on extending the meeting duration to 1.5 hours for these next three (3) meetings considering the depth of discussion expected.

For June meeting, it was suggested that the strategic plan, particularly elements related to the committee's work, could be discussed.

Item 5: **2024 DEI Committee Calendar & Meeting Frequencies**

The Committee members confirmed the meeting frequencies as a bi-monthly meeting and scheduled the next three (3) meetings.

R. Shabazz announced the second annual Black Educators Networking Event scheduled for Friday, February 9th from 6:00 to 9:00pm. The event is open to anyone, and R. Shabazz invited SDWP to participate. He added that the event will include workshops and a job fair and organizations are welcome to have booths and offer hiring workshops. R. Shabazz emphasized the importance of community involvement and networking for job seekers.

Adjournment: The meeting was adjourned at 10:25 am.

Item #2: DEI Committee Name Discussion and Update

ACTION ITEM – VOTE REQUIRED

DEI Committee to discuss and vote on adding “A” for (Accessibility) to the Commonly used DEI framework. DEI Committee to present the suggested outcomes to the WDB to vote on pursuant to the bylaws guidelines.

Item #3: SDWP Employment Demographics and Recruitment Strategy

INFORMATION ITEM – NO VOTE REQUIRED

SDWP Staff to present the SDWP's current employment demographics and highlight the recruitment process. DEI Committee to discuss and identify opportunities for committee focus.

Item #4: SDWP Internal DEI Efforts Update

Promoting DEI in the workplace requires a concerted effort from all members of SDWP. By prioritizing DEI, SDWP can create a more inclusive and productive workplace that benefits all employees. CEO Tony Young to provide update and discuss the organization's internal DEI efforts.