

A large, thick black L-shaped graphic is positioned on the left and bottom edges of the page, framing the central text.

DIVERSITY, EQUITY & INCLUSION

Committee Chair

Committee Vice-Chair

Committee Past-Chair

Committee Staff

Mazen Malik

Carol Suzuki

Andrea Chiapella

Renee HK LeBlond

Background and the Beginning

- Memo on April, 17, 2017, From Daron Hill to presiding officers
- approved by the Senate President and the speaker of the House
- Diversity, Equity and Inclusion Initiative

“It is the policy of the Legislative Assembly to provide fair and equal employment opportunity. The Legislative Assembly strives to provide and achieve a workforce that represents the diversity of the State of Oregon.” Legislative Branch Personnel Rule 5 (1)

- Document establishes a vision and structure.

Discussions and Deliberations

- Started in the usual and expected fashion with the guidance of LC and HR.
- Chair and vice chair
- A ready format that conforms to usual ways of doing business
- The group attendance wanted to roll back and talk about more basics issues
 - *Diversity as an issue that is different than the usual way of doing business*
 - *The issue of relations **that do not conform** to power structure*
 - *The relationship between political structure and the dominant cultural majority*
 - *The **power structure** will have the tendency to **recreate its image***
 - *What does the concept of Equity Mean?*
 - *How does that relate to Inclusion?*

Discussions and Deliberations

- Let's try again and see if we can agree on the basic definitions, goals, purpose and makeup of the group
- Let's see if we can find a way to **design new bylaws** to work with the new definitions
- Discussions were getting vibrant and spirited
- After a couple of meetings we decided to use a facilitator to help
- Facilitator helped us frame the discussions and start to produce a common vision

- What we came up with :

When We Say Diversity We Mean

- Diversity includes all the ways in which people differ, encompassing the different characteristics that make one individual or group different from another.
- While diversity is often used in reference to **race, ethnicity, and gender**; it also includes other differences such as **age, national origin, religion, disability, sexual orientation, gender identity, socioeconomic status, geographic location, education, marital status, language and dialect, and physical appearance**.
- These differences include **power relationships** in which the **dominant cultural group** is viewed as one up and the subordinated cultural group is viewed as one down.
- In addition to cultural and social identity group differences, another level of diversity also includes ways of being, thinking and doing and different life experiences. Examples of this include **direct or indirect styles of communicating; ideas, perspectives, and values; active or passive styles**. Sometimes **ways of being, thinking and doing** are also related to norms **based in cultural and social identity groups**.

When We Say Equity We Mean

- Equity involves striving to identify and eliminate barriers that have prevented the full participation of some groups.
- It is the **fair treatment, access, opportunity, and opportunity for advancement** for all people.
- Improving equity involves increasing **justice and fairness within the procedures and processes of institutions or systems**, as well as in their distribution of resources.
- Tackling equity issues requires an understanding of the root **causes of outcome disparities** within our society.

When We Say Inclusion We Mean

- *Inclusion* is the intentional act of creating environments in which any individual or group can on an ongoing basis be welcomed, respected, supported, and valued to fully participate with their voices being heard.
- An inclusive and welcoming climate embraces differences and offers respect in words and actions for all people – those in non-dominant and dominant cultures.
- It's important to note that while an inclusive group is by definition diverse, a diverse group isn't always inclusive.
- Increasingly, recognition of unconscious or '**implicit bias**'* helps organizations to be deliberate about addressing issues of inclusivity.
- ***Implicit and unconscious bias:** Your background, personal experiences, societal stereotypes and cultural context can have an impact on your decisions and actions without you realizing it. Implicit or unconscious **bias happens by our brains making incredibly quick judgments** and assessments of people and situations without us realizing it.

Capitol DE&I Committee Bylaws

- Name of Committee: Capitol Diversity, Equity and Inclusion Committee (Capitol DEI Committee)
- Purpose
- The purpose of the Capitol Diversity, Equity and Inclusion Committee is to provide ongoing dialogue, discussion and opportunities for all legislative employees and elected officials to increase understanding of the benefits of a diverse and inclusive Capitol and to develop programs and skills to facilitate such a community.
- Goal
- The goal of the Capitol DEI Committee is to bring forth ideas, programs, policies and changes to increase the inclusivity of the Oregon State Capitol. To make the Oregon State Capitol a welcoming place for everyone. To proactively foster an inclusive organization and help create an environment conducive to success, ensuring positive relationships amongst employees and with the individuals they serve.
- Membership
- The Capitol DEI Committee will consist of one voting member representing each of the following departments: The Appointing Authority for each designated area shall name their department voting member and a replacement when necessary.

Capitol DE&I Committee Bylaws (2)

- **Committee Leadership**

- The Committee will elect an **Executive Committee from the legislative staff membership** that consists of a Committee **Chair; Vice-Chair and Past Chair**. Executive Committee elections will take place annually to elect a Vice Chair. Two executive positions will rotate; Chair will become Past-Chair and Vice Chair will become Chair.
- Election of Committee Chair and Vice-Chair
- The election of the committee chair and vice-chair will be held during December of each calendar year, one month before the incumbent's term expires. If the chair or vice-chair leave office before the term expires, an election will be held during the next scheduled committee meeting to replace those positions. The elected officer will serve for the remainder of the term.

- Committee Chair Mazen Malik
- Committee Vice-Chair Carol Suzuki
- Committee Past-Chair Andrea Chiapella
- Committee Staff Renee HK LeBlond

Diversity, Equity and Inclusion Committee

2018 Report

2018 was a landmark year for the Diversity, Equity and Inclusion Committee. After receiving broad-based support from the Presiding Officers, as well as every department in the Legislature, this first of its kind committee emerged as a fully functional group of Diversity and Inclusion minded professionals.

■ Structure

- In 2018 the Committee elected a leadership team, learned from other diversity, equity and inclusion leaders, reviewed and updated bylaws and definitions, approved a recommended budget, and adopted a 2019 work plan that focuses on a climate survey for the building.
- The committee is comprised of an appointed member from each department in the Legislative Branch for a total of 14 members. This allows for each department to have equal representation and participation.
- Regular, monthly meetings are held and have been open to anyone in the Legislative Branch. Meeting agendas and invitations are sent out to all legislative employees a week prior to a meeting.

■ Staffing

- The Committee facilitated the successful recruitment of a new Diversity, Accessibility and Inclusion Administrator for the Capitol.
- The creation of this paid full-time position invests in the Legislature's dedication to promote a positive workplace culture for everyone in the Capitol building.

■ Learning and Communicating

- The Committee has hosted several listening sessions from community leaders around the state to hear their unique perspectives and experiences and how those perspectives may help inform our work in the Capitol.
- The Executive Committee and the Diversity, Accessibility and Inclusion Administrator presented on a panel discussion during the Capitol Professional Development Days.
- The Committee has developed an intranet page for people to access documents and information related to the work conducted and will be continually updated.

Diversity, Equity and Inclusion Committee 2018 Report (2)

■ Statewide Diversity Conference

- In 2018 the Legislature joined other state agencies to co-sponsor the 2018 Statewide Diversity Conference. In previous years we have only sent 9 people, but this year by prioritizing this opportunity we were able to send 100 legislative staff and legislators to the Diversity Conference. These are great strides for the Capitol community, and the DEI Committee looks forward to continued engagement on Diversity, Equity and Inclusion topics.

■ National Commendation

- The DEI Committee was featured in the July/August 2018 State Legislatures Magazine, a publication produced by National Conference of State Legislatures (NCSL) that reaches a nationwide audience.
- The committee's efforts were featured as a positive move towards a more inclusive and welcoming community. The NCSL publication recognized the creation of a new full-time position as "unique" and commended the work that has started.

2019 Diversity, Equity and Inclusion Committee Work Plan

January – June (Legislative Session)

- Discuss and go over thoughts and evaluations from legislator-only diversity training conducted during organizational days.
- Work with a modified meeting schedule to feasibly continue meeting regularly throughout session while acknowledging it may be challenging for everyone to make every meeting.
- Direct a request for proposals (RFP) to select an expert diversity consultant to develop a timeline and conduct a climate survey.
- Work with consultant to develop the climate survey.
- Formulate and present budget request.

■ July – December

- Roll out climate survey to employees and procure responses.
- Evaluate survey results to inform the 2020 DEI workplan.
- Conduct building-wide outreach and promote dialogue to better understand challenges employees are facing.

2019 Diversity, Equity and Inclusion Committee Work Plan (2)

■ Ongoing

- Revise and develop DEI Committee Intranet page and other communications.
- Develop opportunities for training and learning for DEI Committee members, including but not limited to increased participation in the Statewide Diversity Conference, sponsoring keynote speakers, or providing resources for information.
- Work with the History Gateway to bring awareness to cultural programming happening in the Capitol for which they are responsible.
- Continue to connect with Joint Advocacy Commissions and increase community engagement.
- Review existing hiring and recruitment policies and procedures in the building to see where there may be more opportunities to be inclusive.
- Explore ideas surrounding external communication related to DEI.

Diversity, Equity and Inclusion (DE&I) 2019-2021 Budget Request

Initial Agency Investment

- Develop/Create Climate Survey in partnership with a consultant and the DEI Committee.
- Initial climate survey can be developed during the 2017-2019 biennium using the currently allocated resources of \$50,000. Delivery of survey and subsequent recommendations would occur during the 2019-2021 biennium. Requesting \$50,000 from 2017-2019 biennium for climate survey. Survey completion and recommendations will likely include budget impacts. Requesting \$200,000 for delivery of survey and subsequent implementation based on survey outcomes for 2019-2021 biennium.

DEI Program – *\$10,000 per year for events, enrichment and small contracts related to Diversity issues.*

Diversity Manager professional training/development – in state and out of state conferences to stay informed of emerging issues and training topics. Requesting \$5,000 per year. Up to \$10,000 for 2019-2021 biennium. This is specific for the employee in that position.

Regular Annual Employee Training - \$50,000 per year. Up to \$100,000 for 2019-2021 biennium. For building wide employee training related to Diversity, Equity and Inclusion. May also include sending employees to regional seminars and national conferences.

Capitol DEI Committee – Requesting \$2000 per year for DEI Committee. Up to \$4000 for 2019-2021 biennium. For possible sponsorship and other educational activities for the committee.

Diversity Conference - 2017-2019 Biennium \$6000, Not to exceed \$15,000 for 2019-2021 biennium. Forecasting increasing employee attendance each year at 7% increase per year.

	Estimated 17-19	Requested 19-21
Climate Survey	\$ 50,000.00	\$ 200,000.00
DEI Program (training, events, etc.)		\$ 20,000.00
Annual Employee Training	\$ 45,125.00	\$ 100,000.00
DEI Committee	\$ 1,000.00	\$ 4,000.00
Diversity Conference	\$ 6,000.00	\$ 15,000.00
Professional Development	\$ 5,000.00	\$ 10,000.00
Total	\$ 107,125.00	\$ 349,000.00

**\$87,102 expended to date based on estimates of what is relevant under HB 5201.*

DIVERSITY, EQUITY AND INCLUSION (DE&I) 2019-2021 BUDGET REQUEST