



# BOARD OF DIRECTORS MONTHLY UPDATE

June 2021

## VIRTUAL MEETINGS

### Executive Order on Virtual Meetings Will Not be Rescinded on June 15th.

Ana Matosantos, Cabinet Secretary to Governor Gavin Newsom, responded to a letter sent to the Governor from CSDA's CEO, Neil McCormick, and other local government association representatives regarding the possible rescission of Executive Order N-29-20 which provided the authority for local governments to conduct their business through virtual public meetings during the COVID-19 pandemic.

The response was brief but clear. In part, it read:

"... the Governor recognizes the importance of an orderly return to the ordinary conduct of public meetings of state and local agencies and boards. To this end, the Governor's office will work to provide notice to affected stakeholders in advance of rescission of this provision to provide state and local agencies and boards time necessary to meet statutory provide state and local agencies and boards time necessary to meet statutory and logistical requirements. Until a further order issues, all entities may continue to rely on N-29-20."

## DISTRICT UPDATES

### District Draft Diversity, Equity, and Inclusivity Policy.

At the direction of the Board, staff has been working on a draft Diversity, Equity, and Inclusivity (DEI) Policy. The proposed language is on the reverse side of this update.

Our goal is to avoid a "box checking" exercise and instead create a policy that supports our current workforce's diversity and ensures that the District's future outreach, recruitments, programs, and investments continue to increase the District's DEI.

Additionally, we are seeking feedback from the Board on survey questions they would like to see asked of our current employees so we can accurately document our current DEI and progress moving forward.

## COMMUNICATIONS

### June Outreach Campaign

The theme for June Outreach is conservation and rebates, including a "How Do You Conserve?" engagement with prizes.

### July Outreach Campaign

We will continue with the June Outreach of conservation and rebates, including the "How Do You Conserve?" engagement with prizes. Drought will be specifically addressed.

### June Newsletter Topics:

Topics to touch on Conservation Contest, Investments in Drought Resiliency, and an update on our Water-Wise Landscape campaign.

## DIRECTOR DELIVERABLES

### DEI Survey Feedback

All questions, comments, and suggestions need to be emailed to Dan and Kait by June 30, 2021.

### Board Reimbursements

All committee meetings attended in May should be emailed to Kait by June 16, 2021.

Please continue to monitor and respond to district email on a regular basis. Thank You.

# DRAFT DIVERSITY, EQUITY & INCLUSION POLICY

Diablo Water District is committed to fostering, cultivating, and preserving a culture of diversity, equity, and inclusion. The Diversity, Equity, and Inclusion Policy (DEI) will be utilized to consider diversity, equity, and inclusion in the development and delivery of future District internal and external policies, programs, and services. It is essential that we not only deliver services in an effective and efficient manner, but that we deliver those services in an equitable and inclusive manner. The District will operate with inclusion and equity at the forefront of all operations. We know that having a diverse team working in an inclusive environment, will help us achieve employee success and excellent customer service.

The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities, and talent that our employees invest in their work represents a significant part of not only our culture, but our reputation and company's achievement as well. DEI is defined as decision making pertaining to appointments, pay adjustments, promotions, and discipline that prohibits discrimination because of employees' differences in age, color, disability, ethnicity, family, or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make our employees unique. It defines a work environment that encourages and celebrates the individual through policies, practices, and behavior. It instills a feeling that our differences are valued and respected. Diablo Water District is an equitable employer, and our workforce demographics reflect those of the community in which we serve.

Diablo Water District diversity initiatives are applicable—but not limited—to our practices and policies on recruitment and selection; compensation and benefits; professional development and training; promotions; social and recreational programs; layoffs; terminations; and the ongoing development of a work environment built on the premise of gender and diversity equity that encourages and enforces:

- Outreach to form relationships with external organizations to reach out to a diverse group of candidates.
- Respectful communication and cooperation between all employees.
- Work/life balance through flexible work schedules to accommodate employees' varying needs.
- Employer and employee contributions to the communities we serve to promote a greater understanding and respect for the community's diversity.
- Ongoing special training of management and staff to cover a variety of topics on diversity that are interactive and engaging.

All employees of Diablo Water District have a responsibility to treat others with dignity and respect at all times. All employees are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other company-sponsored and participative events. Any employee found to have exhibited any inappropriate conduct or behavior against others may be subject to disciplinary action.

Employees who believe they have been subjected to any kind of discrimination that conflicts with this policy shall seek assistance from a supervisor or an HR representative.



## KEY DATES

ISD REGULAR BOARD MEETING: June 15th	E-NEWSLETTER SENT OUT: June 23rd
CCWD REGULAR BOARD MEETING: June 16th	GSP PUBLIC WORKSHOP: June 23rd
E-NEWSLETTER PREVIEW: June 21st	REGULAR BOARD MEETING: June 23rd