



# **Diversity, Equity, and Inclusion Strategic Plan Update**

**Legislative/Human Resources Committee**

May 9, 2023

# Agenda

- Strategic Pillar Action Updates
  - Pillar 1: Leadership Commitment
  - Pillar 2: Workforce Diversity
  - Pillar 5: Social Responsibility
- Equity Core Team Pilot Project Updates
- Next Steps

# Strategic Pillar Action Updates

## Pillar 1: Leadership Commitment

- Upcoming Government Alliance for Race and Equity Trainings for new and current Equity Core Team members in May and June.
  - Session 1 – Advancing Racial Equity – Development of skills to identify and address institutional and structure inequities and increase capacity to advance racial equity.
  - Session 2 – Decision Making for Racial Equity – Training to cultivate decision making practice through the use of an equity decision making tool.

## Pillar 2: Workforce Diversity

- Career Conversations workshop for Construction and Maintenance Trades, and expanded offering of Career Development workshops in tandem with Career Counseling services
- Human Resource Department is updating employment classifications to remove unnecessary barriers related to educational requirements
- Equity Core Team Pilot Projects for Hiring and Recruitment and Promotion and Retention

## Pillar 5: Social Responsibility – Title VI Program

- Title VI of the Civil Rights Act of 1964 requires that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance”
- The District is required to create a formal Title VI program due to the recent infrastructure grant received from the U.S. EPA

*United States Environmental Protection Agency (U.S. EPA)*

## Title VI Requirements

- Expansion of the District's non-discrimination policies to include Title VI provisions
- Designation of a Title VI Compliance Coordinator
- Public notification of the District's non-discrimination policy in prominent places
- Adoption of a public complaint/grievance procedure
- Implement procedures to provide meaningful access for persons with limited English proficiency
- Implement procedures to provide meaningful access for individuals with disabilities
- Ensure that public participation in District matters is accessible and non-discriminatory
- Utilization of demographic data of the population served for planning and meaningful engagement

# Equity Pilot Project Updates



# Equity Core Team Pilot Project Updates

## Hiring and Recruitment

- Staff is in the process of conducting reviews of testing and educational requirements for employment classifications

## Promotion and Retention

- Staff conducted surveys and focus groups with employees in classifications identified as having limited career mobility opportunities:
  - Administrative Clerk
  - Customer Services Representative II
  - Messenger/Mail Clerk
  - Janitor
  - Grounds Maintenance Specialist II
  - Meter Reader/Mechanic

# Equity Core Team Pilot Project Updates cont'd

## Contracts and Procurement

- Staff to reconvene in May 2023

## Capital Improvement Projects

- Conduct a review of the District's existing public participation program and identify methods and best practices for public engagement to ensure non-discrimination in accordance with the U.S. EPA Public Participation Guidelines

## Community Engagement

- Conduct a review of the District's existing interpretation and translation practices and define District standards in alignment with U.S. EPA guidance

## Next Steps

- Continue implementation of the DEISP's action items
- Complete ODEC recruitments in progress
- Update to the Legislative/Human Resource Committee on July 11, 2023
- Board to consider a Title VI Anti-Discrimination Policy and Title VI program for adoption in August 2023

# DEISP Feedback

- Feedback or Questions?
  - Items presented today
  - Overall DEISP work and activities





# **Reporting Year 2022 Equal Employment Opportunity Program Report**

**Legislative/Human Resources Committee**

May 9, 2023

# Overview

- Equal Employment Opportunity Program (EEOP) Report Overview (RY 2022)
- RY 2023 Action Items/Action Oriented Programs (AOPs)
- Next Steps

*Reporting Year 2022 is defined as July 1, 2021 – June 30, 2022*  
*Reporting Year 2023 is defined as July 1, 2022 – June 30, 2023*



# EEO Program Overview

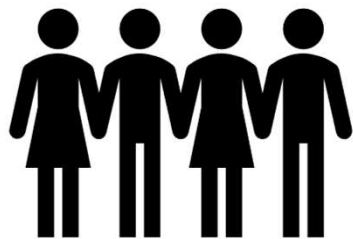


# EEO Program



Females

Placement  
Goals by Job  
Group



Minorities

Placement  
Goals by Job  
Group



Individuals with  
Disabilities

7%  
Utilization  
Goal

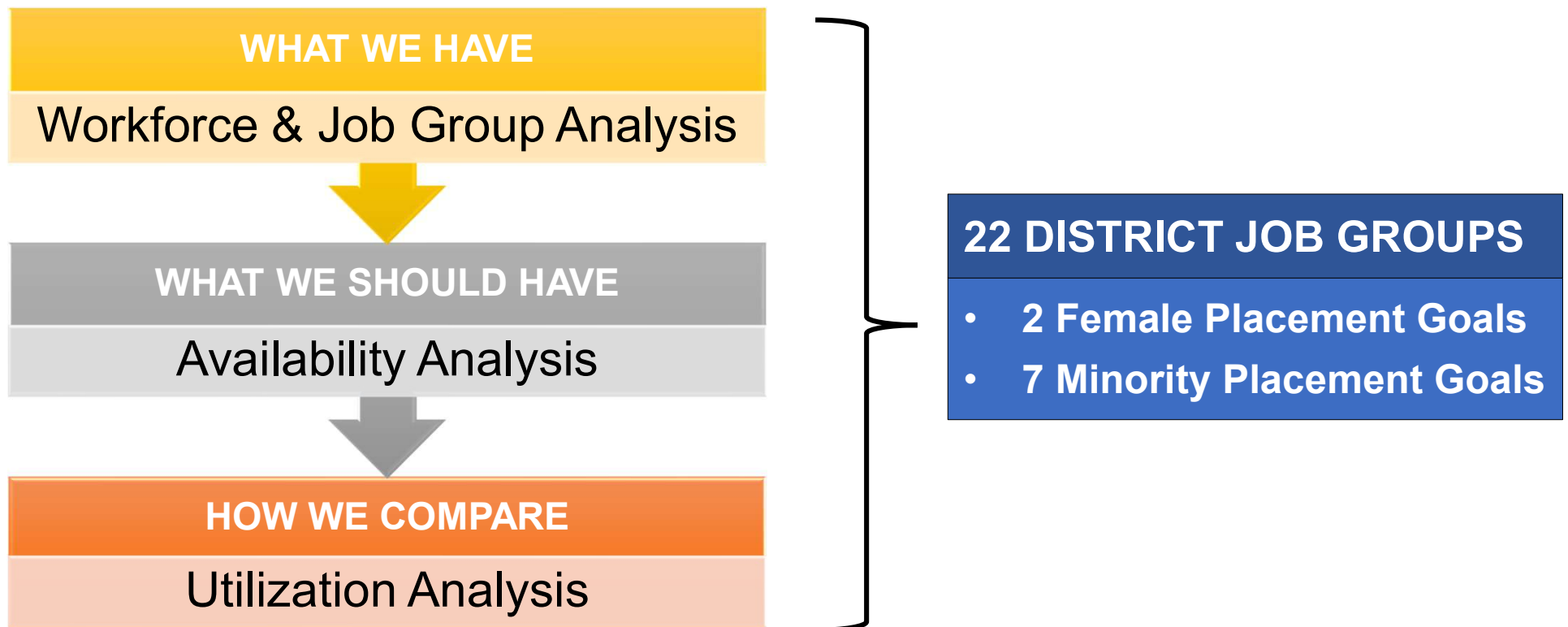


Protected  
Veterans

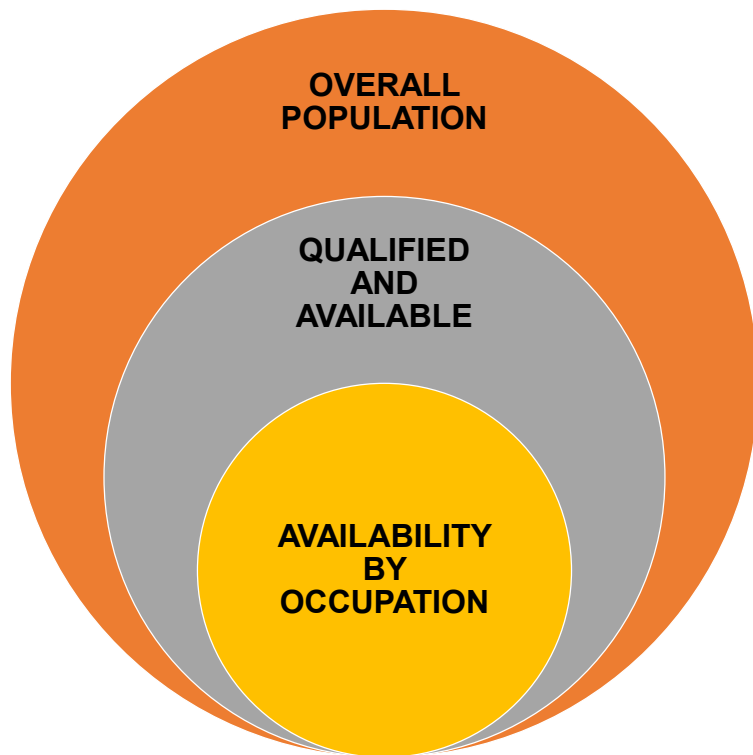
3% Hiring  
Benchmark



## **RY 2022 Utilization Analysis**



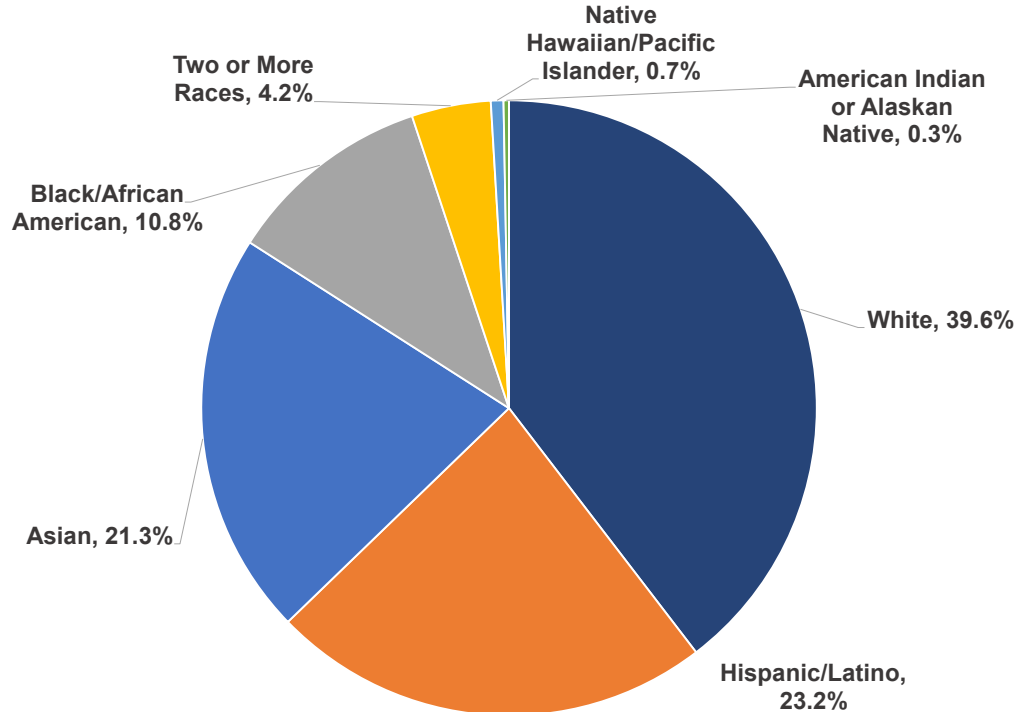
# Determining Workforce Availability



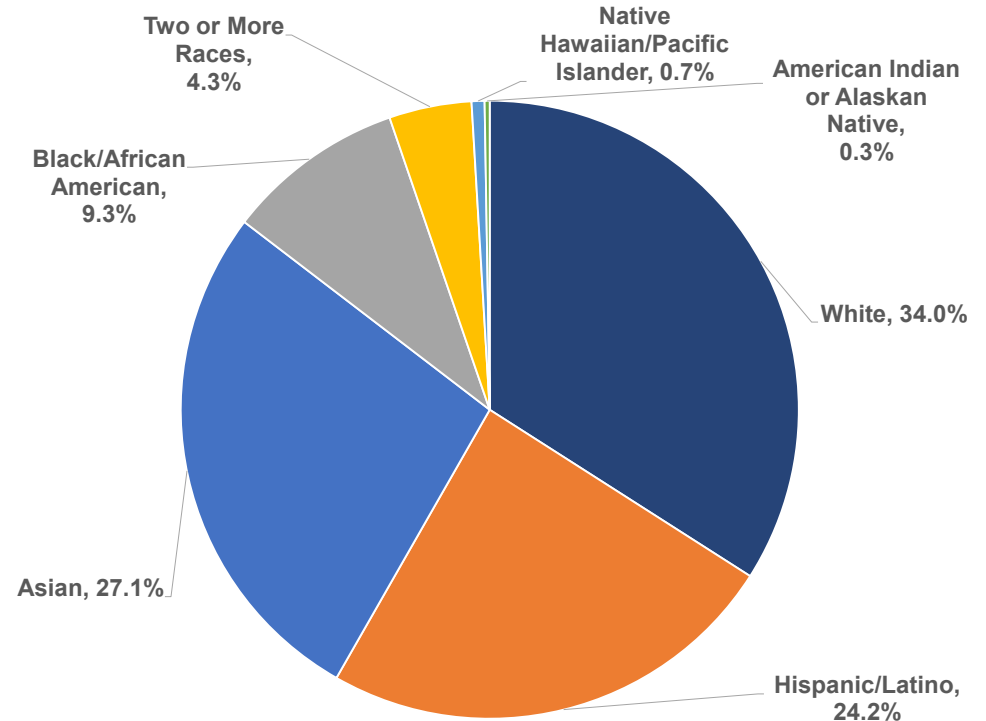
Availability: Estimate of the proportion of individuals who are diverse, available, and qualified for employment for a given job group in the relevant labor market.

# Alameda and Contra Costa County Census Data

2010 Population by Percentage



2021 Population by Percentage



Source: United States Census Bureau – <http://usafacts.org>

# **R.Y. 2022 Goals Summary and Progress**

## RY 2022 Workforce Progress (Minorities)

Job Group	Minority Incumbency 6/30/22 (%)	RY 2022 Minority Placement Goal (%)*	RY 2021 Actual Minority Placement Rate (%)	RY 2022 Actual Minority Placement Rate (%)
Electrical/Structural Maintenance	34/107= 31.8%	52.7%	4/12= 33.3%	4/8= 50.0%
Heavy Equipment/ Truck Operators	55/126= 43.7%	53.1%	9/20= 45.0%	9/15= 60.0%
Mechanical Maintenance	66/163= 40.5%	51.9%	7/21= 33.3%	9/27= 33.3%
Rangers	6/35= 17.1%	52.5%	0/0= NA	1/5= 20.0%
Service Maintenance	54/94= 57.4%	69.8%	6/14= 42.9%	21/27= 77.8%
Supervising Engineering	15/44= 34.1%	56.6%	4/10= 40.0%	5/8= 62.5%
Water Distribution Plumbing & Maintenance	101/209= 48.3%	61.6%	9/27= 33.3%	24/32= 75.0%

- Exceeded placement goal
- Nearly met placement goal
- Did not meet placement goal

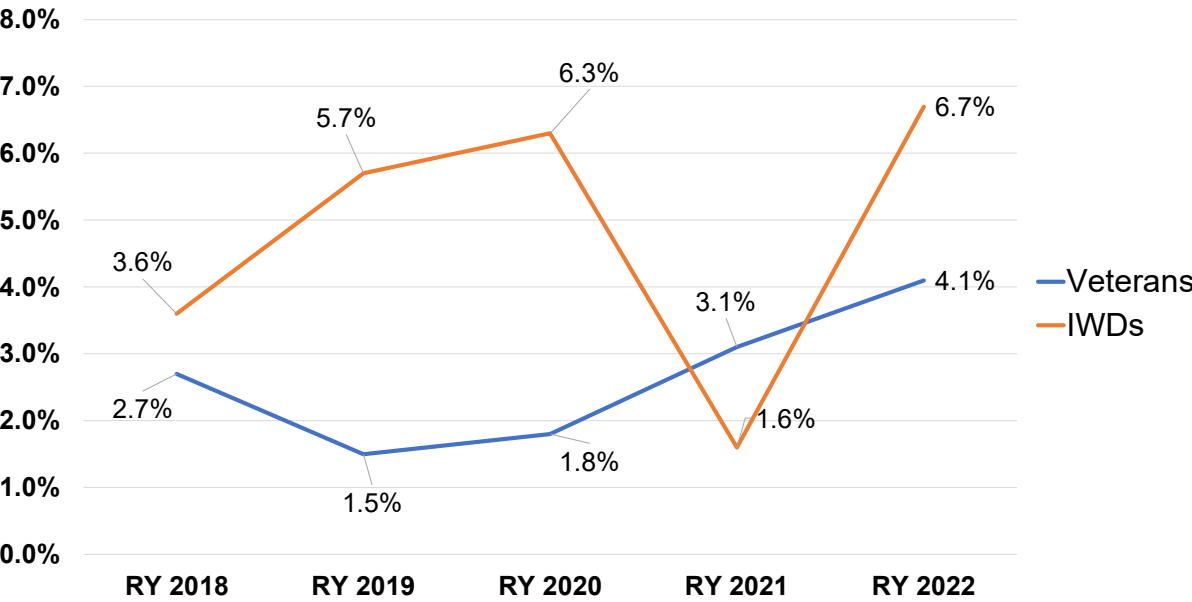
\*Placement goals are established within each of the job groups at no less than the availability data for the job group.

## RY 2022 Workforce Progress (Females)

Job Group	Female Incumbency 6/30/22 (%)	RY 2022 Female Placement Goal (%)	RY 2021 Actual Female Placement Rate (%)	RY 2022 Actual Female Placement Rate (%)
Electrical/Structural Maintenance	3/107= 2.8%	9.4%	0/12= 0.0%	0/8= 0.0%
Mechanical Maintenance	1/159= 0.6%	5.0%	0/21= 0.0%	3/27= 11.1%

# R.Y 2022 Placement Rates for Protected Veterans and IWDs

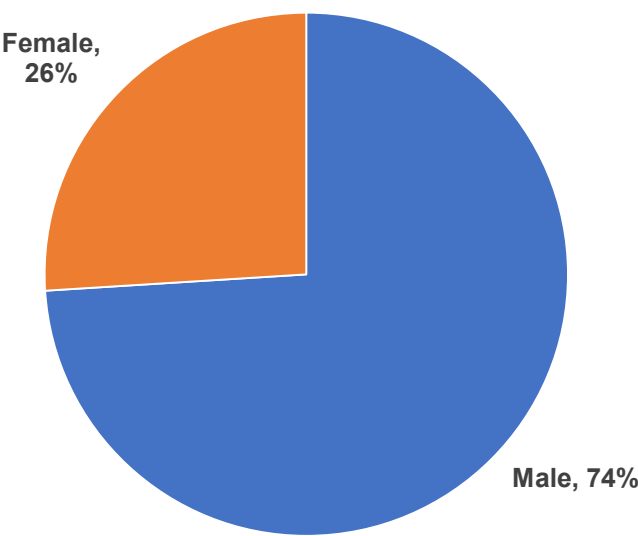
Five-Year Trend of Placement Rates for Protected Veterans and IWDs



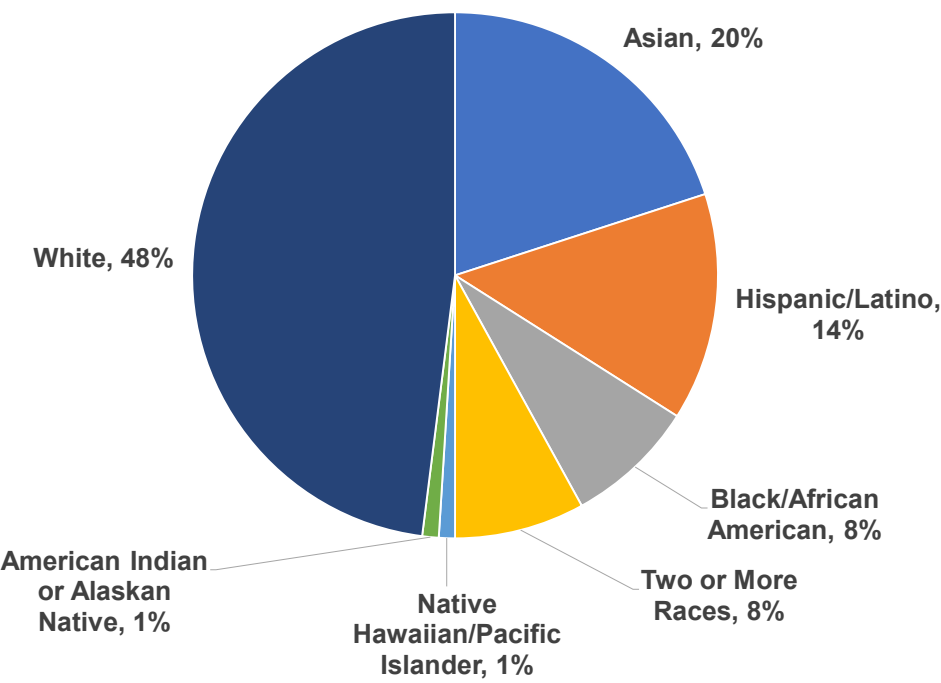
Groups	District Goal	Actual Placement Rate
Protected Veterans	3.0% Hiring Benchmark	4.1%
Individuals with Disabilities (IWDs)	7.0% Utilization Goal	6.7%

# District Workforce Overview RY 2022

Gender\*



Race/Ethnicity



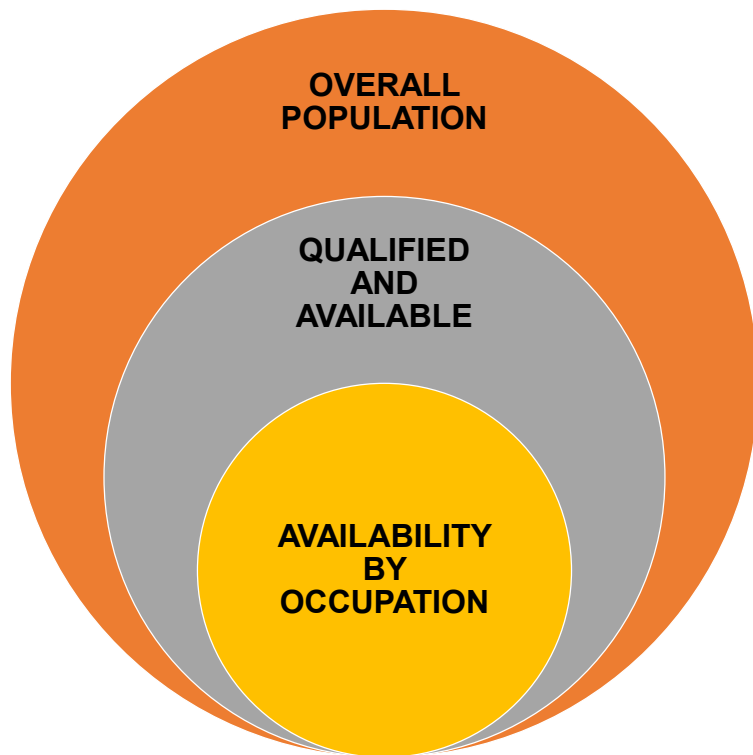
\*Gender data is reported in accordance with Office of Federal Contract Compliance Program (OFCCP) requirements



# **R.Y. 2023 Placement Goals and Strategy**



# Determining Workforce Availability



Availability: Estimate of the proportion of individuals who are diverse, available, and qualified for employment for a given job group in the relevant labor market.

## RY 2023 Placement Goals

Job Group	Minority Placement Goal	Female Placement Goal
Electrical/Structural Maintenance	X	X
Heavy Equipment/Truck Operators	X	
Mechanical Maintenance	X	X
Rangers	X	
Service Maintenance	X	X
Supervising Engineering	X	
Water Distribution Plumbing & Maintenance	X	
Total Goal Areas	7	3

## RY 2023 Disaggregated Minority Placement Goals

Job Group	Overall Minority	Hispanic/Latino	Asian	American Indian or Alaskan Native	African American	Native Hawaiian or Pacific Islander	Two or More Races
Customer Service		X					
Electrical/ Structural Workers	X	X	X				
General Clerical		X					
Heavy Equipment/Truck Operators	X	X	X				
Mechanical Maintenance	X	X			X		
Plant Operators Lead/Sup		X					
Rangers	X	X	X				
Service Maintenance	X	X					
Supervising Eng.	X		X				
Water Distribution Plumbing & Maintenance	X	X	X				
<b>Total Goal Areas</b>	<b>7</b>	<b>9</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>

## RY 2023 Workforce Strategies

	Affinity Group/ Diversity Committee	Internal Development	Internship/ Trainee Programs	External Agencies	Targeted Outreach/ Community Partnership	DEISP Pillar 2 Workforce Development Action Items/AOPs
Electrical/Structural Maintenance*	X		X	X	X	X
Heavy Equipment/Truck Operators	X	X			X	X
Mechanical Maintenance*	X		X	X	X	X
Rangers	X	X	X	X	X	X
Service Maintenance*	X		X	X	X	X
Supervising Engineering	X	X				X
Water Distn Plumb & Mtc	X	X	X	X	X	X
All Job Groups	X		X	X	X	X

*\*These job groups have RY 2023 placement goals for both minorities and women*

## Next Steps

- Board consider adoption of the RY 2022 EEOP Report at its May 9, 2023 meeting
- Staff continues implementation of DEISP

Questions?

