**DEI SUBGROUP MEETING**

 **SEPTEMBER 29, 2021**

Present: Maryalice Crofton, Jenni Tilton-Flood, Pamela Proulx-Curry, and Celeste Branham

1. Discussed and approved ‘Next Steps’ plan process
2. DEI subgroup will develop a short term and longer term

 ‘Next Steps’ plan for review and approval by the

 Executive Committee.

1. With Executive Committee approval, we will send plan

 to the full Commission for their input and approval.

1. Discussed the Commission’s DEI “Stage of Development”
2. According to information presented by Margaret

 Brownlee at the retreat, we have completed the “Getting

 Started” stage, with the exception of information

 gathering and analytics.

1. We believe we are more aptly in the “Building

 Momentum” stage. Given that, we agree to take the

 following actions:

1. request that Commissioners take the Harvard Implicit

 Association Test (IAT), suggested in Margaret

 Brownlee’s presentation;

1. request that Commissioners read the Harvard

 Business Review article about how to infuse DEI

 into one’s organization, also recommended by

 Margaret;

1. host a discussion of both at the October 15th

 Commission meeting (only those who wish to share

 their reactions to the Harvard IAT will be encouraged

 to do so).

1. We agreed not to promote the Privilege Walk at this

 time.

1. Discussed pursuing implicit bias presentation
2. Maryalice and Celeste are pursuing the possibility

 of securing the Diversity and Inclusion officer from

 Serve Minnesota, Dr. Sandra Moran Pulles.

1. she has provided DEI trainings for other State

 Service Commissions;

1. ideally, we would devote one hour for this

 presentation at our November 15 Commission

 meeting;

1. should Dr. Pulles not be available, we will find an

 alternative presenter on the topic of implicit bias and

 reserve Dr. Pulles for a broader presentation.

1. Discussed longer term initiatives
2. Assess barriers
3. consider not only access to marginalized groups, but

 also the underserved;

1. broaden scope of DEI understanding to include

 BIPOC (Black, Indigenous, and People of Color),

 socio-economic status, geography, and sexual

 identity.

1. Solicit DEI-specific information from grantees
2. focus not just on organizational values, but also

 how they integrate DEI into their programs;

1. gather information by having grantees present

 DEI-specific information to Commission at each of its

 meetings.

1. Investigate how DEI informs grants process
2. question process and what else we might do;
3. engage Division of Procurement in discussion;
4. present DEI funders’ rubric for Grants Task Force

 consideration;

1. share with Ed Barrett before taking further steps.
2. Probe culture in organization
3. staff might lead discussion of what hasn’t yet been

 shared about the culture;

1. suggested interactive format to examine values and

 beliefs;

1. could lead to a reexamination of the Vision

 Statement to incorporate new understandings/

 behaviors/directions.

1. Discussed and agreed to a rewrite of the Identity

 Statement

1. Celeste will rewrite the Identity Statement with an eye

 toward incorporating DEI principles

1. she will consult with Pam Proulx Curry when the

 draft is completed;

1. cautions were given to infuse Statement with

 timeless language, not buzz words.

1. Should take into account who we are, how DEI informs

 what we do, and how we present ourselves (for

 examples, in our hiring practices, our marketing

 literature, RFPs, grant-making, and on our website,

 etc.).

**ACTION COMMITMENTS**

**Short Term**

1. **Prepare ‘Next Steps’ plan for Executive Committee and**

 **Commission review and approval.**

1. **Request Commissioners take Harvard IAT for discussion at**

 **October 15, 2021 Commission meeting.**

1. **Request Commissioners read HBR article relative to how to**

 **infuse DEI into one’s organization for discussion at October**

 **15, 2021 Commission meeting.**

1. **Maryalice and Celeste will try to secure Dr. Pulles to present**

 **to the Commission at the November meeting on the topic**

 **of implicit bias; failing that, they will seek an alternative.**

1. **Celeste will rewrite Identity Statement with initial editorial**

 **privilege shared with Pam before review by the subgroup.**

**INTERMEDIATE TO LONG TERM**

1. **Assess barriers in hiring, grants, and grantee programs.**
2. **Solicit DEI-specific information through reports from**

 **grantees to the Commission about how they integrate**

 **those principles into their programs.**

1. **Investigate how DEI informs our grants process.**

**Respectfully submitted by Celeste Branham**