**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**