



UPPER WILLAMETTE

SOIL & WATER CONSERVATION DISTRICT

JEDI COMMITTEE MEETING MINUTES

Monday February 23, 2021 2 pm

APPROVED – 3/15/2021

Meeting held via Zoom

Present: Dave, Al, Abel, Chuck, Lily, Sydney

Why we joined this committee: not a lot of background/knowledge in JEDI stuff, not an easy topic; want to see the big picture, how it relates to other committee work; democratic issue (democratic control over and access to resources), everyone deserves fair representation; understanding of the work and difficulties ahead and desire to help with making the SWCD a more inclusive organization - big challenges and big opportunities; want to make sure we are able to recruit BIPOC professionals, experience for so long has been all white applicant pools, understand and overcome; concern about equity in the SWCD, want to take it seriously and do well for all of our communities

Housekeeping

- Last time: discussed need to coordinate with the hiring committee, budget committee recruitment. **Approval of minutes from last meeting and January's meeting - moved (Chuck) 2nd (Al)**
- Process question: need an understanding of who can actually vote and why! - ask Eric!
- Process/Agenda change- open up time for public introductions and comment at the beginning, review agenda and then see what they are here for & how to work it into the agenda (not make them wait until the end)
- Our [JEDI Folder](#) is now organized into 4 subfolders: documents under review, final documents, circulated recommendations, and minutes (thanks Abel!)
- Issue around Dave's incompatibility with Google Drive - **we will need to solve this or find another way.**
- **WE NEED TO DROP THE URGENCY ENERGY ASAP - urgency & inclusion are not compatible, we need to set up clear processes for JEDI review of SWCD work and stick to it.**

Hiring

- There is some very big urgency around the first two hires, we won't be able to implement all the JEDI processes & review we had previously planned
- Shared understanding that we need to do a better job if this in the future. Acceptance that we need to move forward now to keep the ship afloat, commitment to returning to the hiring policy/process and improving prior to future hires
- We will review the position descriptions & announcements, as well as the hiring policy sent by Dave, tonight (prior to the committee meeting at 9:00am) - include definitions (JEDI, BIPOC), experience working with BIPOC communities, skills of listening/communicating with underserved communities, etc.
- PROCESS: It is important that we have a longer view of the work and timelines so that there is more time to review and improve these before rushing forward.
- Not a simple matter of throwing some DEI language on there, but we really need to change our whole approach (policy AND process) so that we change the outcome.
- Sydney will also share a list of places to share the position announcement/description

Budget Committee Recruitment

- Clarissa made some changes to the application based on the document we had prepared. The application is available here: <https://uwsxcd.org/budget-committee/>

- This committee will review the applicants and provide recommendations to the board
- Timeline:
 - This week: share the announcement over places listed on the planning sheet (here) - Sydney will write up and announcement and share with Lily to send out over stakeholders mailchimp list
 - Prior to our next meeting: Sydney will put together a scoring sheet and criteria for use in selection (mid march)
 - Applications are due March 31
 - We will begin review of the applicants on Friday April 2nd (Sydney will review this day) and provide a list of recommended candidates by the April 13th Board meeting.
 - The application currently states that the budget committee will meet twice in May, Dave would like to have the first meeting in April (maybe week of the 19th?) **Clarissa admin@uwsxcd.org would you be able to make the change on the website?**

BIPOC Advisors

- Since we do not even have a good process or enough time for our own JEDI committee to advise on activities, not wise to bring in BIPOC advisors until we get ourselves together a little more.
- Dave is pretty sure there \$2,000 available for honoraria when we get there
- Sydney checked with Aimee and the price we had though \$300-\$400 to review 2-3 documents/processes seemed fair to her
 - Sydney will let Aimee know that things are a little crazy and we are going to need more time
- We agreed to move forward for now and then go back to the drawing board with their help

Next steps & misc

- Bridge loan was sent in 10 days ago, potentially ready in the next 25-45 days
- Abel will review & adjust short term work plan prior to next meeting
- Send out announcement for budget committee (this week)- Abel, Sydney, Lily
- Review hiring docs tonight or early tomorrow morning
- Create selection criteria & scoring guide for applicants (Sydney, before next meeting)
- Share a list of places to promote/announce the two positions (Sydney)
- Next meeting week of march 15th (22nd is spring break) Abel will send doodle

Minutes submitted by Sydney Nilan.

All supporting documents mentioned in the minutes are a part of the official record, and are available upon request. Please contact the office at admin@uwsxcd.org to request copies.

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