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**Title:** Diversity, Equity, and Inclusion Draft Framework

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**Purpose:**

To provide the Citizens Advisory Committee (CAC) an overview of Minnehaha Creek Watershed District (MCWD or District) staff's initial discovery work completed on Diversity, Equity, and Inclusion (DEI) and collect feedback on the staff's draft DEI Framework and proposed next steps.

**Background:**

The District's approach to water resource planning recognizes the environmental, social, and economic value created when built and natural systems work in harmony. By creating healthy natural areas, MCWD can also create a sense of place, provide vital connections, and enhance social and economic value for individuals and communities within the watershed. This approach stems from MCWD's 2014 Balanced Urban Ecology policy that now serves as the underlying organizational strategy to improve water resources within the watershed.

As MCWD shapes the landscape through the construction of capital projects that improve water quality and reduce flooding, it intentionally considers all components of the natural and human environments. Just as MCWD integrates land use and water factors into its planning and decision making, to deliver on its vision and bring value to all, MCWD must understand the composition of its communities and meaningfully include a diverse set of perspectives to inform its work. Within the watershed, disparities exist in areas including health, income, mobility, and choice, and it is important to understand how the District's projects and policies might amplify or reduce these disparities. This understanding can inform how MCWD plans, implements, and evaluates its work to provide greater value to the communities it serves.

For these reasons, the Board of Managers has established DEI planning and policy development as an organizational priority, including funds in the 2023 and 2024 budgets to support this work. As an initial step in more formally integrating concepts of DEI into MCWD's watershed management approach, staff formed a workgroup to conduct a discovery process to build organizational understanding on DEI topics relevant to MCWD and provide a thoughtful framing for Board consideration. This work included:

- A scan of 47 DEI plans and policies of comparable agencies or cities.
- The collection of relevant DEI resources to support staff self-learning on DEI topics.
- A review of 39 consultant firms to identify available services and potential DEI experts to support MCWD in developing a DEI Plan and supporting tools.

The synthesis of this discovery work was assembled into a draft Findings and Framework document and includes the workgroup's approach, findings, and recommendations (see Attachment 1).

**Draft DEI Framework:**

The draft DEI Framework is intended to capture the workgroup's findings as a foundation for taking near-term action, while also initiating the development of MCWD's DEI Plan. Based on the findings from MCWD's staff workgroup, it is recommended that MCWD's DEI actions be organized into work that is focused internally on the District's people and operational processes; and externally around MCWD's mission driven project and policy work that faces the community.

- **Internal People and Process Work:**
  - Operations – Create a culture of inclusion and belonging, by providing training and policies that support equitable recruitment, hiring, retention, promotion, and procurement practices.
    - Develop equitable staff recruitment, retention, and promotion practices.
    - Provide education and training.
    - Build a culture of inclusion, belonging and engagement.
    - Improve contractor procurement.
- **External Mission Driven Work:**
  - Projects and Policies – Use data to understand community composition and the potential impact of MCWD’s work, to advance project and policy solutions that advance MCWD’s mission while addressing disparities and promoting equity.
    - Adopt a DEI policy statement.
    - Build and use an equity lens in MCWD planning.
  - Outreach and Engagement – Promote organizational transparency and create inclusive opportunities to engage in MCWD’s planning and decision-making processes.
    - Develop inclusive and equitable outreach and engagement processes.

To build a shared understanding and vet the work to date, MCWD engaged the Board of Managers in a discussion around the draft DEI Framework’s three areas of focus and example actions at the July 27, 2023 Policy and Planning Committee (PPC). MCWD staff seek to collect feedback from the CAC prior to finalizing the DEI Framework to inform next steps.

#### **September 20, 2023 CAC Meeting:**

To initiate this discussion, the CAC meeting will be structured as follows:

- **Overview of MCWD’s DEI Discovery Process** - Staff will provide a summary of the discovery work completed to-date, including the proposed DEI Framework and high-level planning process to engage an external consultant.
- **CAC Input and Discussion** – MCWD staff will be seeking CAC’s feedback to identify areas for greater clarity, potential blind spots, and other comments to support the finalization of the Findings and Framework document and inform next steps.

Please consider the following questions in preparation for the CAC discussion:

- Why is DEI important to MCWD’s work?
- Are the draft DEI Framework’s areas of focus and potential actions clear? What is missing?
- What should staff consider as they work to finalize the DEI Framework and develop a scope of work for an external consultant?

#### **Supporting documents:**

- Attachment 1: Draft Findings and Framework





# Draft Findings and Framework

MCWD Diversity, Equity, and Inclusion Staff Workgroup

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## Executive Summary

The Minnehaha Creek Watershed District (MCWD) believes that natural systems underpin place and community, and that when built and natural systems work in harmony, environmental, economic, and social value is created. It also knows that successful, sustainable, livable communities are built on a foundation of integrated planning – planning that recognizes communities as living organisms and takes into consideration all components of urban ecosystems.

For these reasons, to achieve its vision of a Balanced Urban Ecology, MCWD has committed to join with others to develop a deeper understanding of the needs and desires of communities – to design projects that are more broadly conceived and appreciated, and that create environmental benefit, economic vitality, and broader social benefit within its member communities.

That is why, as MCWD shapes the landscape through the construction of capital projects that improve water quality and reduce flooding, it intentionally considers all components of the natural and human and environments. This has MCWD considering a diversity of interests across a watershed with a wide range of land uses from rural to urban; natural systems from the wetland rich upper watershed to Lake Minnetonka, to Minnehaha Creek and the Minneapolis Chain of Lakes; and 29 different community identities and needs.

Just as it integrates land use and water factors, the MCWD Board of Managers recognizes that, to deliver on its vision and bring value to all, it must understand the composition of its communities and meaningfully include a diverse set of perspectives into its planning and decision making. In doing so, MCWD will deliver projects that improve the environment and economy, but also benefit people while addressing historic and systemic inequities present within the watershed.

As an initial step to formally integrate concepts of diversity, equity, and inclusion (DEI) into MCWD's watershed approach, a staff workgroup collaboratively completed a discovery process to begin building organizational capacity around these topics. This discovery work included (1) a situational scan of other organizations' DEI plans for strategies and policies that relate to MCWD's mission driven work; (2) development of a resource library to support staff learning and build capacity; and (3) research on potential DEI consultants to support MCWD as it develops a DEI plan.

This document summarizes the staff workgroup's findings and outlines a draft DEI Framework as a foundation for taking near term action to:

- Integrate DEI strategies externally into MCWD's planning, outreach, and project development.
- Integrate DEI strategies internally into its human resource systems.
- Initiate the development of a DEI Plan.



## Introduction

### Purpose

At the core of its work, the Minnehaha Creek Watershed District (MCWD or District) plans capital improvements that shape the landscape to improve water quality and reduce flooding. Through this work to create healthy natural areas, MCWD contributes to the building of thriving communities where value is generated for all that live, work, or play in the Minnehaha Creek watershed.

In 2014, recognizing the opportunity for its watershed work to create triple bottom line outcomes, MCWD adopted a policy vision of a Balanced Urban Ecology (BUE) that acknowledges the environmental, economic, and social value created when built and natural systems work in harmony.

However, barriers to achieving this BUE vision exist within the watershed, in the form of disparities, in areas including health, income, mobility, and choice, which limit entire groups of people's access to opportunity. Therefore, as the District engages in planning processes that exist to serve the public interest, it acknowledges it has a responsibility for promoting equity and inclusion so that everyone can participate in, and benefit from, the District's work.

Knowing that its work has a role to play in addressing disparities, MCWD is also aware that inequity is marked by two key attributes that often work together:

- **Disproportionality:** When the outcomes of a project or plan create or amplify disparities in only part of a community, the disproportionate impacts can lead to further social and economic impairment of some groups while others receive the full benefit of the effort.
- **Institutionalized Systems:** Inequity is often embedded in methodologies that justify systemic policies, ignore negative outcomes and disproportionate impacts, and do not extend adequate support to the affected areas and their residents.

This is why, as MCWD plans watershed solutions and pursues its vision of a BUE, it is committed to advancing efforts of Diversity, Equity, and Inclusion (DEI) by:

- Understanding the **diversity** of its member communities, and their respective issues and needs.
- Identifying disparities and acting to promote **equity** by delivering watershed solutions that benefit all.
- Creating opportunity for meaningful **inclusion** of communities and individuals into MCWD's work.

To deliver on these commitments, knowing that the inclusion of diverse perspectives and a sense of belonging strengthens the depth of engagement and the quality of planning and decision making, MCWD must also integrate DEI strategies for its workforce – its people.

For all these reasons, the Board of Managers has established DEI planning and policy development as an organizational priority, including funds in the 2023 and 2024 budgets to support this work, and directing staff to initiate the discovery and grounding work outlined in this document.

## Discovery Process

### Approach

To initiate DEI planning and policy development, MCWD formed a staff-led DEI workgroup. Between November 2022 – June 2023, the DEI workgroup conducted a discovery phase to build organizational understanding on DEI topics. This discovery work focused on three areas:

- **DEI Plans and Policies:** An environmental scan of comparable agencies' DEI plans and policies from the local to national level to guide further engagement across the organization and highlight potential improvements for MCWD's consideration.
- **DEI Consultants and Services:** Review of potential DEI consultants and available skills, and assessment of services needed to help shape MCWD's DEI Plan.
- **DEI Resources:** Development of a centralized hub of relevant DEI resources to support MCWD staff engagement, learning and self-reflection related to DEI topics.

This document summarizes the workgroup's process, findings, and recommendations from its discovery phase.

### DEI Plans & Policies

A scan of comparable organizations' DEI plans and policies was conducted by the workgroup to inform the District's work. In total, 47 plans were identified and reviewed based on level of relevance to MCWD's work, geography, and/or the level of quality (e.g., publicly recognized plan, case study, etc.).

To assess common areas and patterns across DEI plans, the staff-led workgroup created a standardized matrix to document plan contents. Initial broad categories of content were further refined through the lens of the District's mission, goals, and strategy. During this collection process, the staff-led workgroup also created two categories to help review and synthesize findings: (1) type or scale of the organization (e.g., national, state, county, regional, city); and (2) geography relative to MCWD (e.g., within MCWD, Minnesota/Midwest, and national). This provides additional context for how DEI is implemented by different organizations and across geographic areas.

All of this information was documented and is summarized in Appendix A. Below are summary tables showing the distribution of DEI plans and associated policies reviewed by MCWD's workgroup by organization type and geographic location.

Scan of DEI Plans by Organization Type		Scan of DEI Plans by Geographic Location	
Type	Number of Plans Reviewed	Location	Number of Plans Reviewed
National	3	National	24
State	2	Minnesota-Midwest	12
Regional	13	Within MCWD	11
County	4	<b>Total</b>	<b>47</b>
City	25		
Total	<b>47</b>		

Table 1. Distribution of DEI Plans by organization type and geographic location.

## DEI Consultants & Services

Consultant data was gathered to understand the type of consultant services that exist and how they might support the District's DEI work. To understand the type of services that DEI consultants offer, a scan of local and national level consultants was conducted.

- **Local and Regional Scan:** At the local level, the scan was informed by reviewing consultants that had been used by metro watershed districts and organizations, metro cities, metro counties, and non-profit agencies.
- **National Scan:** At a national level, the scan was informed by reviewing consultants who have been contracted by Metropolitan Planning Organizations and other regional governance agencies, watershed scale water resources agencies and non-profits, and local governments who have undertaken significant DEI planning work. DEI consultants who work primarily with the private sector were also reviewed to understand the full range of DEI planning currently taking place.

Once a consultant was identified, their website was researched to glean their location, client list, services offered, and project examples. As the scan of consultants' services proceeded, MCWD staff focused on the primary areas of work/skills requested by organizations similar to MCWD. This information was documented and is summarized in Appendix B.

Based on the scan of 39 consultants, staff also collected accessible Request for Proposals (RFPs) and consultant proposals from similar public agencies and/or municipalities. MCWD staff also contacted and received the League of Minnesota Cities Race and Equity Consultant and Trainer list to include in MCWD's on-going collection of potential DEI consultants.

In parallel with the staff workgroup's DEI discovery work, MCWD also participates in a Diversity, Equity, Inclusion, and Accessibility (DEIA) Minnesota Watershed Workgroup. The mission of this workgroup is to "share experiences, better understand, and advocate for the incorporation of equity in watershed management." This watershed group has shared DEI statements and plans, list of consultants, scope of work summaries, and lessons learned on RFP processes. All of this information has been collected to inform recommendations for MCWD's RFP process, including development of a scope of work, budget, and list of potential consultants.

## DEI Resource Hub

To encourage internal learning, the workgroup created a DEI Resource Hub. The purpose of the hub is to connect staff with DEI information. Resources were curated by the staff workgroup and filtered by three evaluation criteria:

- **Source Material:** Resources ranked by tier based on organization source.
  - Tier 1 - Sourced from a government agency, or a non-government organization (NGO) that works with the public sector.
  - Tier 2 - Sourced from a consultant firm, NGO, and/or academic resources.
  - Tier 3 - Sourced from broad communication channels (e.g., Ted Talks, podcasts, etc.).



- **Depth of Content:** Resources ranked Low, Medium, or High, on the depth or detail of content.
- **Relevance to MCWD Staff:** Resources ranked Low, Medium, or High, on relevance to Staff learning and MCWD mission.

The DEI Resource Hub will be a living library, where staff can evaluate resources as they are discovered. If a future staff member discovers a potential new resource, the workgroup developed a guide to establish a clear evaluation process to ensure addition of relevant resources and information for staff. See Attachment C for MCWD's DEI Resource Hub.

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## Summary of Findings

### DEI Plans & Policies

Across the 47 reviewed DEI plans and respective policies, clear trends emerged. In the wake of the 2020 social and racial justice protests, many organizations developed and adopted DEI policies or statements outlining commitment for action. In these most recent DEI plans, MCWD staff observed emphasis on:

- Utilizing data to inform decision-making.
- Increasing accountability for implementation actions.
- Improving metrics and processes to track progress of DEI related actions, goals, and outcomes.

Since 2022, increased emphasis has also been placed on moving from inclusion, which provides “a seat at the table” to belonging which ensures people are afforded a voice that matters within decision making processes. These concepts of inclusion and belonging are shown to improve “psychological safety” within a workplace and increase employee engagement, which in turn improves the quality of work.

### *General Areas of Focus within DEI Plans*

Staff identified six key areas of focus commonly found in DEI Plans that had relevance to MCWD’s mission, scope of authority, and approach to work. Internal categories included any process that was operational in nature and not public facing. External categories were service-oriented and included any public facing work, or anything that impacts the lives of people outside an organization.

- **Internally Focused (Operations):**
  - Commitment – Defining and memorializing DEI importance, developing clear goals, forming leadership teams, action, and progress reporting.
  - Workforce – Creating an environment of inclusion and belonging, including equitable recruitment, hiring, retention, promotion, and procurement practices.
  - Education and Training – Providing DEI training and resources for the organization’s people.
- **Externally Focused (Projects, Policy, Outreach):**
  - Data – Using data to understand community demographics and how communities may benefit or be impacted by an organization’s work to inform planning and decision making.
  - Outreach and Engagement – Promoting organizational transparency and creating inclusive opportunities to engage in an organization’s planning and decision-making processes.
  - Project and Policy Implementation and Investment – Integrating DEI considerations into projects and policies to advance solutions that address disparities and promote equity.

### *Areas of Focus in DEI Plans at Various Government Levels*

Of the 47 DEI plans reviewed, 96% had action steps identified within the area of Commitment, 85% contained actions within the area of Workforce, and 79% included steps to be taken within the area of Outreach and Engagement. The three focus areas of Education and Training, Projects and Policy Implementation and Investment, and Data were incorporated into about 70% of the plans reviewed. Two summary tables below show the percentage of DEI plans that addressed each category, at each level of scan.

Organization Type	Commitment	Workforce	Education and Training	Data	Outreach and Engagement	Project and Policy Implementation and Investment
City	96%	84%	52%	68%	80%	72%
County	75%	75%	100%	25%	50%	50%
Regional	100%	85%	85%	77%	77%	69%
State	100%	100%	100%	100%	100%	50%
National	100%	100%	100%	100%	100%	100%
Total	96%	85%	70%	70%	79%	70%

Table 2. Organization Type

Geography	Commitment	Workforce	Education and Training	Data	Outreach and Engagement	Project and Policy Implementation and Investment
MCWD	82%	82%	64%	55%	64%	64%
MN-Midwest	100%	83%	58%	67%	83%	67%
USA	100%	88%	79%	79%	83%	75%
Total	96%	85%	70%	70%	79%	70%

Table 3. Geography Location

Based on the workgroup's review of plans at various levels of government, staff found some plans included organization-wide action steps, while others presented action steps for each program or department often depending on the organization's type or size. Across all organization types, staff observed that plans with integrated, programmatic action steps reinforced with data indicators offered the clearest direction for implementation and future evaluation.

### *Areas of Focus in DEI Plans within the Minnehaha Creek Watershed*

Through DEI plan review, staff completed a focused scan of organizations within MCWD's boundaries, including all member cities and townships, Hennepin and Carver County, the Metropolitan Council, and Minneapolis Park and Recreation Board. This scan included documenting organizations with and without a DEI plan. Of a total of 33 organizations intersecting MCWD, 11 organizations had a publicly accessible DEI plan or policy.

These 11 organizations are summarized in Table 4 below, with check-marks (✓) indicating an organization's plan/policy contained items related to each category.

Organization	Commitment	Workforce	Education and Training	Data	Outreach and Engagement	Project and Policy Implementation and Investment
Carver County			✓			
Edina	✓	✓	✓	✓	✓	✓
Golden Valley	✓	✓	✓	✓	✓	
Hopkins					✓	✓
Minneapolis	✓	✓		✓		✓
Minnetonka	✓	✓	✓		✓	✓
Richfield	✓	✓		✓		✓
St. Louis Park	✓	✓			✓	
Hennepin County	✓	✓	✓			
Met Council	✓	✓	✓	✓	✓	✓
MPRB	✓	✓	✓	✓	✓	✓

Table 4. Summary of Plans and Policies within MCWD

## DEI Consultants & Services

### Services

Based on MCWD staff review of 39 DEI consultants, three major categories of DEI services are offered:

- **Assessment:** Conducts individual, team, and organizational level assessments on cultural competence to understand organizations' challenges and growth opportunities. Assessments can include focus groups, employee surveys, questionnaires, and personal interviews.
- **Training:** Designs and facilitates individual learning and organizational capacity building on selected DEI topics. Training can include development of employee resource groups and curriculum mapping that is customized for an organization and its people.
- **Strategic Planning:** Develops a clear process to shape approach and priorities to inform implementation needs. This can include development of vision statements, goals, DEI Plans, equity frameworks, and other supporting strategic plans required by an organization.

The table below provides a breakdown of the number of local and national consultants that were reviewed, and the type of service(s) offered.

Consultant Location	Total Reviewed	DEI Services Offered		
		Assessment	Training	Strategic Planning
Local (Twin Cities)	19	13	17	9
National	20	16	13	14
<b>Total</b>	<b>39</b>	<b>29</b>	<b>30</b>	<b>23</b>

Table 5. Scan of Consultants and DEI Services Offered

The local (Twin Cities region) consultant scan revealed that most firms offered services in assessment and training but less than half offered services to develop strategic plans. Using this data, the national level scan was focused on finding firms that offered strategic planning, in addition to assessments and training. Based on these findings, staff highlighted that (1) organizations vary in approach based on organizational needs and (2) not all organizations utilize an external consultant to draft a DEI Plan or strategy document.

### Procurement

Based on the most relevant RFPs reviewed during this discovery process, other common services included recommendations on internal policy and/or work culture, hiring practices, staff belonging or retention, and other Human Resource personnel policies. Within the region, it was common to see requests for support in developing Indigenous community engagement practices and policies. MCWD staff found a few scopes of work that included a section for the DEI Consultant to identify critical components that would support the organization's DEI efforts that are missing from the organization's proposed scope of work.

Overall, timelines and budgets varied based on level of service and an organization's specific needs. For timelines, MCWD staff found organizations and/or consultants requiring 5-12 months. Based on available information, budget estimates commonly ranged from approximately \$25,000 to \$70,000. In addition, a phased approach was used by some organizations that required assessments, trainings, and strategic planning services.



## Recommendations

Informed by the workgroup's findings from the discovery process detailed in this document, a draft Diversity, Equity, and Inclusion Framework (DEI Framework) has been developed. This draft framework:

- 1) Outlines recommended areas where DEI can be impactfully integrated into MCWD's work.
- 2) Lists example near term action steps that may be associated with each area.
- 3) Provides a foundation to guide the development of a DEI Plan.

## DEI Framework

Based on the findings from MCWD's staff workgroup, it is preliminarily recommended that MCWD's DEI actions be organized into work that is focused internally on the District's people and operational processes; and externally around MCWD's mission-driven project and policy work that faces the community.

- **Internal People and Process Work:**
  - Operations – Create a culture of inclusion and belonging, by providing training and policies that support equitable recruitment, hiring, retention, promotion, and procurement practices.
    - Develop equitable staff recruitment, retention, and promotion practices.
    - Provide education and training.
    - Build a culture of inclusion, belonging and engagement.
    - Improve contractor procurement.
- **External Mission-Driven Work:**
  - Projects and Policies – Use data to understand community composition and the potential impact of MCWD's work, to advance project and policy solutions that advance MCWD's mission while addressing disparities and promoting equity.
    - Adopt a DEI policy statement.
    - Build and use an equity lens in MCWD planning.
  - Outreach and Engagement – Promote organizational transparency and create inclusive opportunities to engage in MCWD's planning and decision-making processes.
    - Develop inclusive and equitable outreach and engagement processes.

## DEI Planning Next Steps

The framework above is represented in the tables on the following pages, including additional detail on potential action steps that may be taken in each area. As outlined, this framework is intended to capture the workgroup's findings as a foundation for taking near-term action, while also initiating the development of MCWD's DEI Plan.

Pending Board of Managers' discussion, refinement, and acceptance of the DEI Framework, staff will begin developing a workplan to advance near-term action steps, and also begin developing a consultant scope of work and request for proposals to expand organizational capacity, stress-test the workgroup's findings for blind spots, and bring expertise and an understanding of industry best practices to MCWD's efforts.

<p style="text-align: center;"><b>OPERATIONS</b></p> <p style="text-align: center;"><i>Create a culture of inclusion and belonging, by providing training and policies that support equitable recruitment, hiring, retention, promotion, and procurement practices.</i></p>	
Areas of Work	Potential Actions
Equitable Staff Recruitment, Retention, and Promotion Practices	<ul style="list-style-type: none"> <li>Integrate best practices into hiring processes, to reduce bias and improve diversity by:               <ul style="list-style-type: none"> <li>Reaching a broader and more diverse applicant pool.</li> <li>Reducing barriers to entry for underrepresented groups.</li> <li>Using inclusive language in position postings.</li> <li>Reducing unconscious bias that may be present in interview processes.</li> </ul> </li> <li>Incorporate DEI policy statement into MCWD's Employee Handbook.</li> <li>Review existing career development pathways for clarity and promotion through SAFE classification system used by MCWD.</li> </ul>
Education and Training	<ul style="list-style-type: none"> <li>Develop and implement DEI training for MCWD's people, including:               <ul style="list-style-type: none"> <li>Awareness around workplace diversity issues.</li> <li>Beliefs and challenges around unconscious bias.</li> <li>Helping employees gain an understanding of their colleagues.</li> <li>Processes for addressing discrimination or racial bias.</li> <li>Effective collaboration and communication skills.</li> </ul> </li> </ul>
Culture of Inclusion, Belonging and Engagement	<ul style="list-style-type: none"> <li>Evaluate and update employee onboarding process to enhance sense of belonging and access to resources needed to be a successful part of the MCWD community. For example:               <ul style="list-style-type: none"> <li>Consider an onboarding mentorship or buddy program.</li> <li>Ensure new employees are introduced to and have access across all workgroups.</li> <li>Mutually develop and implement 30-60-90 day onboarding milestones.</li> <li>Ensure new employees are introduced to MCWD's DEI policy, trainings, and resources.</li> </ul> </li> <li>Leverage All-Hands meetings, annual staff retreats, field trips, employee luncheons, and employee recognition to promote inclusion and belonging.</li> <li>Use staff engagement surveys to understand current attitudes and staff needs to increase support for inclusion and belonging, high performance, and level of engagement with work.</li> <li>Assess and continue optimizing hybrid work environment to ensure flexibility to support the range of staff needs, and balance remote and in person work.</li> </ul>
Contractor Procurement	<ul style="list-style-type: none"> <li>Review existing procurement process and identify barriers.</li> <li>Develop a procurement process to increase services from underrepresented groups and/or certified vendors.</li> </ul>

PROJECTS & POLICIES	
<i>Use data to understand community composition and the potential impact of MCWD's work, to advance project and policy solutions that advance MCWD's mission while addressing disparities and promoting equity.</i>	
Areas of Work	Potential Actions
DEI Policy Statement	<ul style="list-style-type: none"> <li>• Adopt a MCWD policy statement to align and guide internal and external DEI actions across operations and programs.</li> </ul>
Equity Lens for MCWD Planning	<ul style="list-style-type: none"> <li>• Develop and integrate an Equity lens or layer into MCWD's planning, that:               <ul style="list-style-type: none"> <li>○ Uses demographic data, and new data sets, to understand community composition.</li> <li>○ Evaluates the benefits and impacts from MCWD's work.                   <ul style="list-style-type: none"> <li>▪ Considers local benefit and impact at location of investment.</li> <li>▪ Considers cumulative downstream effect within "benefit/impact-shed."</li> </ul> </li> <li>○ Integrates that information into planning and decision-making.</li> <li>○ Advances solutions that address historic disparities and promote equity.</li> <li>○ Tracks, measures, and reports results.</li> </ul> </li> </ul>

OUTREACH & ENGAGEMENT	
<i>Promote organizational transparency and create inclusive opportunities to engage in MCWD's planning and decision-making processes.</i>	
Areas of Work	Potential Actions
Inclusive and Equitable Outreach and Engagement Processes	<ul style="list-style-type: none"> <li>• Develop an MCWD engagement policy that outlines strategies that may include:               <ul style="list-style-type: none"> <li>○ Use demographic data, and new data sets, to understand community composition.</li> <li>○ Develop tailored engagement strategies based on data.</li> <li>○ Integrate best practices for engaging historically underrepresented communities.</li> <li>○ Develop a standardized engagement and facilitation toolkit for both internal and external communication needs.</li> <li>○ Develop and implement a "Language Access Action Plan" to provide a systemic approach to translation and interpretation needs for MCWD projects, community meetings, broad-based outreach, etc.</li> </ul> </li> <li>• Engage tribal governments around MCWD's work and create a land acknowledgement statement in partnership with local tribe(s).</li> </ul>

# **Draft Findings & Framework**

## **MCWD's DEI Staff Workgroup**

### [Appendices](#)

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## Appendix A: Summary of DEI Plans and Policies

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## Appendix B: Summary of Consultants & Available Services

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## Appendix C: MCWD Staff Resource Hub

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## Appendix D: MCWD Demographic Maps and Tables

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