



DIVERSITY AND INCLUSION AD HOC COMMITTEE MEETING

MINUTES

**MONDAY, AUGUST 13, 2018
12:00 PM**

(Paragraph numbers coincide with agenda item numbers)

A meeting of the Diversity and Inclusion Ad Hoc Committee (Committee) was held on August 13, 2018, at the District Headquarters Building Boardroom, 5700 Almaden Expressway, San Jose, California.

1. CALL TO ORDER/ROLL CALL

A meeting of the Santa Clara Valley Water District Diversity and Inclusion Ad Hoc Committee was called to order by Chair Tony Estremera at 12:08 p.m.

Board Members in attendance were: Director Tony Estremera-District 6 and Director Nai Hsueh-District 5.

Staff members in attendance were: Salam Baqleh, Michael Baratz, Glenna Brambill, Anil Comelo, Michelle Critchlow, Angelica Cruz, Peggy Donatelli, Vincent Gin, Brian Hopper, Janice Lum, Anna Noriega and Tina Yoke.

Special Guest in attendance was: Mr. William H. Truesdell from The Management Advantage, Inc.

2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON AGENDA

There was no one who wished to speak.

3. APPROVAL OF MINUTES

3.1 Approval of Minutes

It was moved by Director Nai Hsueh, seconded by Director Tony Estremera and unanimously carried to approve the minutes of the July 11, 2018, Diversity and Inclusion Ad Hoc Committee meeting, as presented.

4. ACTION/DISCUSSION ITEMS

4.1 DIVERSITY AND INCLUSION PROGRAM AND THE RECRUITING PROCESS

Ms. Angelica Cruz reviewed the materials as outlined in the agenda items

Mr. William Truesdell presented the lists of objectives, statistical and comparison data and Fisher's Exact Probability.

Directors Tony Estremera and Nai Hsueh had questions on reporting process and how the Board could get that information either in a closed session or public forum.

Mr. Anil Comelo and Mr. Brian Hopper were available to answer questions.

No action taken.

4.2 NEPOTISM POLICY - REVIEW NEPOTISM AND CONFLICT OF INTEREST POLICIES AND PRACTICES, AND CONSIDER ENHANCEMENTS

Mr. Anil Comelo reviewed the materials as outlined in the agenda items

Director Nai Hsueh questioned the nepotism, the conflict of interest policies and would like to receive more clarification on the confliction of interest portion.

No action taken.

4.3 CONSIDERATIONS AND RECOMMENDATIONS OF EFFECTIVE TOOLS FOR MEASURING THE SUCCESS OF THE DIVERSITY AND INCLUSION PROGRAM

Ms. Salam Baqleh reviewed the materials as outlined in the agenda items.

Director Tony Estremera commended staff for a helpful report.

No action taken.

4.4 REVIEW DIVERSITY AND INCLUSION AD HOC COMMITTEE WORK PLAN, THE OUTCOMES OF BOARD ACTION OF COMMITTEE REQUESTS; AND THE COMMITTEE NEXT MEETING AGENDA

Mr. Anil Comelo reviewed the materials as outlined in the agenda items and noted the next meeting, Thursday, September 27, 2018, at 12:00 p.m.

Also, discussed scheduling the following meeting for Thursday, November 8, 2018, at 12:00 p.m.

No action taken.

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS AND RECOMMENDATIONS

Ms. Glenna Brambill, Board Committee Liaison reported no action items.

6. ADJOURNMENT

Chair Director Tony Estremera adjourned the meeting at 1:34 p.m. to the next regularly scheduled meeting on Thursday, September 27, 2018, at 12:00 p.m. in the Santa Clara Valley Water District Headquarters Building Boardroom.

Glenna Brambill
Board Committee Liaison
Office of the Clerk of the Board

Approved: 9-27-18