

June 1, 2022

MEETING NOTICE

SANTA CLARA VALLEY WATER DISTRICT DIVERSITY & INCLUSION AD HOC COMMITTEE

Members of the Diversity & Inclusion Ad Hoc Committee:

District 6 Director Tony Estremera, Committee Chair
District 5 Director Nai Hsueh, Committee Vice Chair
District 1 Director John L. Varela

Staff Support of the Diversity & Inclusion Ad Hoc Committee:

Rick Callender, Esq., Chief Executive Officer
Melanie Richardson, Assistant Chief Executive Officer
Juan Carlos Orellana, District Counsel
Brian Hopper, Sr. Assistant District Counsel
Andrew Gschwind, Assistant District Counsel
Michele King, Clerk of the Board
Rachael Gibson, Chief of External Affairs
Aaron Baker, Chief Operating Officer Water Utility
Rechelle Blank, Chief Operating Officer Watersheds
Tina Yoke, Chief Operating Officer, IT & Administrative Services
Marta Lugo, Assistant Officer
Ingrid Bella, Interim Human Resources Officer
Laura Harbert, Acting Labor Relations Officer
Sherilyn Tran, Civic Engagement Manager
Linda Nguyen, Senior Management Analyst
Richard Nguyen, Management Analyst II
Diahann Soleno, Administrative Assistant

A special meeting of the Santa Clara Valley Water District (SCVWD) Diversity & Inclusion Ad Hoc Committee has been scheduled to occur at 11:00 a.m. on Wednesday, June 8, 2022, in the Headquarters Building Boardroom located at the Santa Clara Valley Water District, 5700 Almaden Expressway, San Jose, California.

Members of the public may join the meeting via Zoom Teleconference at: <https://valleywater.zoom.us/j/9311183352>.

The meeting agenda and corresponding materials are located on our website:
<https://www.valleywater.org/how-we-operate/committees/board-committees>.



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Santa Clara Valley Water District Diversity & Inclusion Ad Hoc Committee Meeting

Join Zoom Meeting
<https://valleywater.zoom.us/j/93111833352>

Headquarters Building Boardroom
5700 Almaden Expressway
San Jose, CA 95118

SPECIAL MEETING AGENDA

**Wednesday, June 8, 2022
11:00 AM**

District Mission: Provide Silicon Valley safe, clean water for a healthy life, environment and economy.

BOARD COMMITTEE MEMBERS:

Committee Chair:
Director Tony Esterema, District 6

Committee Vice Chair:
Director Nai Hsueh, District 5
Director John L. Varela, District 1

During the COVID-19 restrictions, all public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available to the public through the legislative body agenda web page at the same time that the public records are distributed or made available to the legislative body. Santa Clara Valley Water District will make reasonable efforts to accommodate persons with disabilities wishing to participate in the legislative body's meeting. Please advise the Clerk of the Board Office of any special needs by calling (408) 265-2600.

COMMITTEE LIAISON:
Marta Lugo

COMMITTEE CLERK:
Eva Marie Sans
Assistant Deputy Clerk II
408-630-2306
esans@valleywater.org
www.valleywater.org

Note: The finalized Board Agenda, exception items and supplemental items will be posted prior to the meeting in accordance with the Brown Act.

**Santa Clara Valley Water District
Diversity & Inclusion Ad Hoc Committee**

**SPECIAL MEETING
AGENDA**

Wednesday, June 8, 2022

11:00 AM

Join Zoom Meeting

<https://valleywater.zoom.us/j/9311183352>

**Headquarter Building Boardroom
5700 Almaden Expressway
San Jose, CA 95118**

*****IMPORTANT NOTICES AND PARTICIPATION INSTRUCTIONS*****

Santa Clara Valley Water District (Valley Water) Board of Directors/Board Committee meetings are held as a “hybrid” meetings, conducted in-person as well as by telecommunication, and is compliant with the provisions of the Ralph M. Brown Act.

To maximize public safety while still maintaining transparency and public access, members of the public have an option to participate by teleconference/video conference or attend in-person. To observe and participate in the meeting by teleconference/video conference, please see the meeting link located at the top of the agenda. If attending in-person, you are required to wear a mask.

In accordance with the requirements of Gov. Code Section 54954.3(a), members of the public wishing to address the Board/Committee at a video conferenced meeting, during public comment or on any item listed on the agenda, should use the “Raise Hand” tool located in the Zoom meeting link listed on the agenda, at the time the item is called. Speakers will be acknowledged by the Board Chair in the order requests are received and granted speaking access to address the Board.

Valley Water, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access and/or participate in Valley Water Board of Directors/Board Committee meetings to please contact the Clerk of the Board’s office at (408) 630-2711, at least 3 business days before the scheduled meeting to ensure that Valley Water may assist you.

This agenda has been prepared as required by the applicable laws of the State of California, including but not limited to, Government Code Sections 54950 et. seq. and has not been prepared with a view to informing an investment decision in any of Valley Water’s bonds, notes or other obligations. Any projections, plans or other forward-looking statements included in the information in this agenda are subject to a variety of uncertainties that could cause any actual plans or results to differ materially from any such statement. The information herein is not intended to be used by investors or potential investors in considering the purchase or sale of Valley Water’s bonds, notes or other obligations and investors and potential investors should rely only on information filed by

Valley Water on the Municipal Securities Rulemaking Board's Electronic Municipal Market Access System for municipal securities disclosures and Valley Water's Investor Relations website, maintained on the World Wide Web at <https://emma.msrb.org/> and <https://www.valleywater.org/how-we-operate/financebudget/investor-relations>, respectively.

Under the Brown Act, members of the public are not required to provide identifying information in order to attend public meetings. Through the link below, the Zoom webinar program requests entry of a name and email address, and Valley Water is unable to modify this requirement. Members of the public not wishing to provide such identifying information are encouraged to enter "Anonymous" or some other reference under name and to enter a fictional email address (e.g., attendee@valleywater.org) in lieu of their actual address. Inputting such values will not impact your ability to access the meeting through Zoom.

Join Zoom Meeting:

<https://valleywater.zoom.us/j/93111833352>

Meeting ID: 931 1183 3352

Join by Phone:

1 (669) 900-9128, 93111833352#

1. CALL TO ORDER:

1.1. Roll Call.

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

Notice to the Public: Members of the public who wish to address the Committee on any item not listed on the agenda should access the "Raise Hand" tool located in Zoom meeting link listed on the agenda. Speakers will be acknowledged by the Committee Chair in order requests are received and granted speaking access to address the Committee. Speakers comments should be limited to three minutes or as set by the Chair. The law does not permit Committee action on, or extended discussion of, any item not on the agenda except under special circumstances. If Committee action is requested, the matter may be placed on a future agenda. All comments that require a response will be referred to staff for a reply in writing. The Committee may take action on any item of business appearing on the posted agenda.

3. APPROVAL OF MINUTES:

3.1. Approval of Diversity and Inclusion Ad Hoc Committee Meeting Minutes of 22-0458
January 27, 2022.

Recommendation: Approve the minutes.

Manager: Candice Kwok-Smith, 408-630-3193

Attachments: [Attachment 1: 012721 D&I Ad Hoc Committee Meeting Minutes](#)

Est. Staff Time: 5 Minutes

4. REGULAR AGENDA:

4.1. Consider Adopting Tribal Land Acknowledgment Statements. [22-0748](#)

Recommendation: A. Receive information regarding proposed Tribal Land Acknowledgment draft statements.
B. Recommend that the Valley Water Board adopt standardized Tribal Land Acknowledgment statements for use by the Board and staff.

Manager: Marta Lugo, 408-630-2237

Attachments: [Attachment 1: PowerPoint](#)
[Attachment 2: Proposed Tribal Land Acknowledgment Statements](#)

Est. Staff Time: 5 Minutes

4.2. Update on the Valley Water Diversity, Equity and Inclusion Master Plan. [22-0756](#)

Recommendation: Receive a presentation from staff and the Cordoba Group on the status of Valley Water's Diversity, Equity and Inclusion Master Plan, and provide feedback to staff.

Manager: Marta Lugo, 408-630-2237

Attachments: [Attachment 1: DEI Update 052322 - DEI Subcommittee](#)

Est. Staff Time: 15 Minutes

4.3. Receive Staff Recommendation on the Next Steps to Advance Director Hsueh's Memo of January 26, 2022, Entitled "Synopsis of Historical Board Actions that Advance Environmental Justice." [22-0755](#)

Recommendation: Approve staff recommendation to advance Director Hsueh's memo of January 26, 2022, entitled "Synopsis of Historical Board Actions that Advance Environmental Justice," as a Board column, blog and/or Nextdoor post, highlighting ways in which Valley Water has advanced environmental justice throughout the years.

Manager: Marta Lugo, 408-630-2237

Attachments: [Attachment 1: N. Hsueh Memo, 01/26/2022](#)

Est. Staff Time: 5 Minutes

4.4. Long-term Strategic Staffing Plan. [22-0461](#)

Recommendation: Receive an update on the Strategic Staffing Plan as part of this committee's work plan.

Manager: Ingrid Bella, 408-630-3171

Attachments: [Attachment 1: PowerPoint](#)

Est. Staff Time: 5 Minutes

4.5. Update Report on ACWA Diversity, Equity and Inclusion (DEI) Activities from Chair Pro Tem Varela. [22-0754](#)

Recommendation: Receive verbal report on ACWA DEI activities from Chair Pro Tem John Varela.

Manager: Marta Lugo, 408-630-2237

Est. Staff Time: 5 Minutes

4.6. Review Diversity and Inclusion Ad Hoc Committee 2022 Work Plan, and Confirm Next Meeting Date. [22-0463](#)

Recommendation:

- A. Review the 2022 Diversity and Inclusion Ad Hoc Committee Work Plan and make adjustments as necessary; and
- B. Confirm date for next meeting, per 2022 meeting schedule.

Manager: Candice Kwok-Smith, 408-630-3193

Attachments: [Attachment 1: Revised 2022 Work Plan D&IAHC](#)

Est. Staff Time: 5 Minutes

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.

This is an opportunity for the Clerk to review and obtain clarification on any formally moved, seconded, and approved requests and recommendations made by the Committee during the meeting.

6. ADJOURN:

6.1. Adjourn to Regular Meeting at 2:00 p.m. on July 28, 2022.

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Santa Clara Valley Water District

File No.: 22-0458

Agenda Date: 6/8/2022

Item No.: 3.1.

COMMITTEE AGENDA MEMORANDUM

Diversity & Inclusion Ad Hoc Committee

SUBJECT:

Approval of Diversity and Inclusion Ad Hoc Committee Meeting Minutes of January 27, 2022.

RECOMMENDATION:

Approve the minutes.

SUMMARY:

In accordance with the Ralph M. Brown Act, a summary of Committee discussions, and details of all actions taken by the Diversity and Inclusion Ad Hoc Committee, during all open and public Committee meetings, is transcribed and submitted to the Committee for review and approval.

Upon Committee approval, minutes transcripts are finalized and entered into the Committee's historical record archives, and serve as the official historical record of the Committee's meeting.

ATTACHMENTS:

Attachment 1: 012722 D&I Ad Hoc Committee Minutes

UNCLASSIFIED MANAGER:

Candice Kwok-Smith, 408-630-3193

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DIVERSITY & INCLUSION AD HOC COMMITTEE MEETING

MINUTES

**THURSDAY, JANUARY 27, 2022
2:00 PM**

(Paragraph numbers coincide with agenda item numbers)

1. ROLL CALL.

A regular teleconferenced meeting of the Santa Clara Valley Water District (Valley Water) Diversity and Inclusion Ad Hoc Committee (Committee) was called to order at 2:00 p.m., on January 27, 2022, via Zoom teleconference.

1.1. Roll Call

Committee members attending via Zoom teleconference: District 1 Director John Varela, District 5 Director Nai Hsueh, and District 6 Director Tony Estremera, Chairperson presiding, constituting a quorum of the Committee.

Staff members in attendance via Zoom teleconference: R. Callender, Chief Executive Officer, I. Bella, N. Dominguez, M. Ganjoo, M. Harvey, B. Hopper, M. Lugo, B. Welch, and W. Whitlock.

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

Chairperson Estremera declared time open for public comment on any item not on the agenda. There was no one present who wished to speak.

3. ELECTION OF COMMITTEE OFFICERS.

3.1. Election of 2022 Diversity and Inclusion Ad Hoc Committee Officers.

Recommendation: Nominate and elect the 2022 Diversity and Inclusion Ad Hoc Committee Chairperson and Vice Chairperson.

It was moved by Director Varela, seconded by Director Hsueh, and unanimously carried by roll call vote to elect 2022 Diversity and Inclusion Ad Hoc Committee Officers as follows: 2022 Chairperson Director Estremera and 2022 Vice Chairperson Nai Hsueh.

4. APPROVAL OF MINUTES:

4.1. Approval of Diversity and Inclusion Ad Hoc Committee Meeting Minutes of October 28, 2021.

Recommendation: Approve the minutes.

Director Hsueh requested that the October 28, 2021 minutes be amended as follows:

On Page 15, Item 4.3, Paragraph 3, the last sentence revise to read *It was moved by Director Hsueh, seconded by Director Varela, and carried by roll call vote to support and forward staff's recommendation to add 10 additional spots to the Summer Internship Program for students from disadvantaged communities (Cost = \$150,000) and establish a Career-Ready \$1,000 Scholarship Program for 50 disadvantaged students per year (Cost = \$50,000) to the Board for consideration during a November 2022 Board meeting for potential inclusion in the Fiscal Year 2022 2023 budget.*

On Page 15, Item 4.4, Bullets 1 through 3, revise to read:

- *Include a report of the Board's historical key decisions to equitably allocate resources throughout the community to advance environmental justice, and schedule for January 2022.*
- *Include individual reports on the Association of California Water Association (ACWA) and Water Education for Latino Leaders' (WELL) equity efforts to incorporate diversity and inclusion into their organizations, and schedule for January 2022.*
- *Include a report of Valley Water's Employee Resource Groups' activities to promote equity and environmental justice in the community, and schedule for January 2022.*

On Page 16, Item 4.4, Bullet 6, revise to read:

- *Carry remaining Human Resources items over to the 2022 CIP Work Plan to be scheduled for discussion, as appropriate.*

On Page 16, Item 7.1, last paragraph must be deleted: ~~Chairperson Estremera adjourned the meeting at 12:55 p.m., to the next meeting scheduled to occur on Thursday, October 28, 2021, to be called to order in compliance with the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20.~~

The Committee considered the October 28, 2021 minutes of the Diversity & Inclusion Ad Hoc Committee. It was moved by Director Hsueh, seconded by Director Varela, and unanimously carried by roll call vote, to approve the minutes as amended.

5. ACTION ITEMS:

5.1. Consider a Recommendation by the Office of Racial Equity, Diversity & Inclusion to Provide Diversity, Equity and Inclusion Training to Valley Water's Board of Directors.

Recommendation: A. Receive information from the Office of Racial Equity, Diversity, and Inclusion (REDI) regarding Diversity, Equity & Inclusion training for the Valley Water Board of Directors.
B. Approve the recommendation to provide the Valley Water Board of Directors with training in Diversity, Equity & Inclusion

and advance this recommendation for consideration to the full Valley Water Board of Directors.

Mr. Warren Whitlock, Racial Equity and Diversity & Inclusion Manager, reviewed the information on this item, per the attached Committee agenda memo, and per the information contained in Attachment 1.

In response to the Committee's request to reduce the planned four sessions to two, Mr. Whitlock agreed to work out a schedule on a month with a fifth Tuesday for scheduling purposes.

It was moved by Director Hsueh, seconded by Director Varela, and unanimously carried by roll call vote to approve the recommendation to provide Valley Water Board of Directors with training in Diversity, Equity & Inclusion and advance this recommendation for consideration of the full Board.

- 5.2. Receive Employee Equity Assessment Report from the Office of Racial Equity, Diversity and Inclusion.

Recommendation: Receive Employee Equity Assessment Report.

Ms. Marta Lugo, Assistant Officer, reviewed the information on this item, per the attached Committee Agenda Memo, and per the information contained in Attachment 1.

Mr. Rick Callender, Chief Executive Officer, informed the Committee that this is first part of the assessment report, that the consultant will provide a more extensive assessment of the entire organization, and that the target date for the full assessment report, as well as the diversity master plan, would be June 2022.

The Committee requested that staff bring back the remaining part of the report with a comprehensive narration on the role of this report in the development of the strategic Diversity & Inclusion master plan.

In response to Director Varela's proprietary concern, the Committee announced that the final assessment report would be available to the public and could be shared with ACWA Region 5 Board.

Chairperson Estremera announced that he would provide a status report to the full Board on the progress of this report, in case there is an interest from Board Members to participate during the development process.

The Committee noted the information, without formal action.

- 5.3. Receive Diversity and Inclusion Ad Hoc Committee 2021 Accomplishments Report.

Recommendation: Receive and accept the Diversity and Inclusion Ad Hoc Committee 2021 Accomplishments Report.

It was moved by Director Varela, seconded by Director Hsueh, and unanimously carried by roll call vote to approve the recommendation to accept the Diversity and Inclusion Ad Hoc Committee 2021 Accomplishments Report.

5.4. Review Diversity and Inclusion Ad Hoc Committee 2022 Work Plan.

Recommendation: A. Review the 2022 Diversity and Inclusion Ad Hoc Committee Work Plan and make adjustments as necessary; and
B. Confirm date for next meeting, per 2022 meeting schedule.

Ms. Natalie Dominguez, Assistant Deputy Clerk, reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials contained in Attachment 1.

The Committee was informed of two upcoming D&I agenda items, as follows:

- an agenda item for the April 2022 Committee meeting on Historical Key Decisions to Advance Environmental Justice referencing the memo from Director Hsueh attached herein as Handout 5.4-A; and
- an informational item on diversity and inclusion efforts by ACWA and WELLS through a report out by Director Varela.

It was moved by Chairperson Estremera, seconded by Director Hsueh, and unanimously carried by roll call vote to adopt the 2022 Committee work plan and to confirm the next meeting, per the 2022 meeting schedule.

6. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.

The Committee request and recommendations were not read into the record.

7. ADJOURN.

7.1 Adjourn to Regular Meeting at 2:00 p.m., on April 28, 2022.

Chairperson Estremera adjourned the meeting at 2:30 p.m., to the next meeting scheduled to occur on April 28, 2022.

Eva M. Sans
Assistant Deputy Clerk II

Approved:



Santa Clara Valley Water District

File No.: 22-0748

Agenda Date: 6/8/2022

Item No.: 4.1.

COMMITTEE AGENDA MEMORANDUM

Diversity & Inclusion Ad Hoc Committee

SUBJECT:

Consider Adopting Tribal Land Acknowledgment Statements.

RECOMMENDATION:

- A. Receive information regarding proposed Tribal Land Acknowledgment draft statements.
- B. Recommend that the Valley Water Board adopt standardized Tribal Land Acknowledgment statements for use by the Board and staff.

SUMMARY:

Tribal land acknowledgments and statements honor the history, legacy and culture of the indigenous people of an area, and are typically used at the beginnings of meetings, activities, and other events hosted by an organization. According to the Native American Institute at Michigan State University, “[t]he purpose of a land acknowledgment is to recognize, respect and affirm the ongoing relationship between Indigenous people and the land. Land acknowledgments also raise awareness about the Indigenous histories, perspectives, and experiences that are often suppressed or forgotten.”

To honor the indigenous people of Santa Clara County, staff has prepared standardized land acknowledgments that can be posted on Valley Water’s website and used by staff during meetings, activities, and Valley Water-hosted events, in Attachment 1. These statements will be available as a resource for Valley Water employees and designees to use as deemed appropriate for Valley Water-hosted events and activities. Adoption of Tribal land acknowledgments statements aligns with Valley Water’s efforts to equitably serve all Santa Clara County communities and build collaborative relations with local tribal groups.

ATTACHMENTS:

Attachment 1: PowerPoint

Attachment 2: Proposed Tribal Land Acknowledgment Statements

UNCLASSIFIED MANAGER:

Marta Lugo, 408-630-2237

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Valley Water

Clean Water • Healthy Environment • Flood Protection

D&I Ad Hoc Committee Meeting
June 8, 2021

Prepared by: Office of Racial Equity, Diversity & Inclusion



Proposed Tribal Land Acknowledgements

Presented by: Ms. Blanca Sanchez-Cruz, Program Administrator

Draft Website Statement

Valley Water's jurisdiction in Santa Clara County extends over ancestral lands and unceded homeland of indigenous communities, bands, tribes, and nations we now collectively identify as the Ohlone Peoples, whose homelands extend along the California Pacific coast from North of Suisun Bay to South of Carmel Valley. As the original and current inhabitants of these lands and in accordance with their traditions, the Indigenous peoples continue to struggle to fulfill their duty to care for and respect their ancestral lands.

As uninvited settlers, we recognize that we benefit from living on, working on, and consuming the resources provided by their homelands. In fact, the foundation of the state and nation was built at too high a cost, extracted through violence and exploitation from the hundreds of indigenous nations who continue to resist, persist, live and uphold their sacred relationship to land despite their ongoing exclusion and marginalization.

This acknowledgment demonstrates our commitment to engage in the process of purposeful collaboration with tribal communities to redress the legacy of colonialism by ensuring the meaningful engagement of tribal nations in the decision-making process of projects, practices, and programs impacting their ancestral lands.

We pay our respect by acknowledging the ancestors, elders, and members of current-day tribal communities, including current-day survivors of the Karkin, Chochenyo, Ramaytush, Tamien, Awaswas, Mutsun, Rumsien, and Chalon-speaking Ohlone Nations, and respect their efforts to establish or have recognized their sovereign rights as First Peoples.

Draft In-Person Gatherings Statement

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We acknowledge that the land we gather on is the ancestral, unceded homelands of indigenous communities we collectively refer to as the Ohlone Peoples, survivors of the historic Karkin, Chochenyo, Ramaytush, Tamien, Awaswas, Mutsun, Rumsen and Chalon-speaking Nations.

Today Valley Water's jurisdiction extends over lands that are still home to surviving tribal nations, including the Amah Mutsun Tribal Band, the Muwekma Ohlone Tribe of the San Francisco Bay, Ramaytush Ohlone and the Tamien Nation, among others displaced from and to these land. We recognize and honor these ancestral grounds that we occupy and support the resilience and strength of Indigenous Nations and respect their efforts to establish or have recognized their sovereign rights as First Peoples.

Draft Virtual Gatherings Statement

We acknowledge that this Virtual [meeting/gathering/event] is taking place throughout the unceded territory of California, home to the survivors of nearly 200 tribal nations. We respect and support their efforts to establish or have recognized their sovereign rights as First Peoples and commit to building a meaningful partnership in caring for and protecting their cultural resources and homelands. We acknowledge and honor these ancestral grounds that we occupy. I am currently facilitating this virtual [meeting/gathering/event] from my [home/office] in [City], which is on the unceded ancestral territory of the [name of tribe(s)].

*BEFORE THE MEETING: Use this [map tool](#) to enter a location and find who are the indigenous tribal nations whose land you occupy.

Draft Virtual Gatherings Statement

Let's take a moment to remind ourselves that most of us are uninvited guests on the unceded ancestral homelands of the indigenous nations we collectively refer to as the Ohlone Peoples, who continue to live in, care for and respect their ancestral lands. We respect and support their efforts to establish or have recognized their sovereign rights as First Peoples.

QUESTIONS





Valley Water

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Land Acknowledgement Draft Statements

Proposal

1. WEBPAGE DRAFT – Tribal land acknowledgement statement

Proposed official Valley Water written statement to be posted on external-facing Valley Water website. **Suggested location:** Home > How we operate > Board Governance Policies > Tribal Land Acknowledgement (New)

Valley Water's jurisdiction in Santa Clara County extends over ancestral lands and unceded homeland of indigenous communities, bands, tribes, and nations we now collectively identify as the Ohlone Peoples, whose homelands extend along the California Pacific coast from North of Suisun Bay to South of Carmel Valley. As the original and current inhabitants of these lands and in accordance with their traditions, the Indigenous peoples continue to struggle to fulfill their duty to care for and respect their ancestral lands.

As uninvited settlers, we recognize that we benefit from living on, working on, and consuming the resources provided by their homelands. In fact, the foundation of the state and nation was built at too high a cost, extracted through violence and exploitation from the hundreds of indigenous nations who continue to resist, persist, live and uphold their sacred relationship to land despite their ongoing exclusion and marginalization.

This acknowledgment demonstrates our commitment to engage in the process of purposeful collaboration with tribal communities to redress the legacy of colonialism by ensuring the meaningful engagement of tribal nations in the decision-making process of projects, practices, and programs impacting their ancestral lands.

We pay our respect by acknowledging the ancestors, elders, and members of current-day tribal communities, including current-day survivors of the Karkin, Chochenyo, Ramaytush, Tamien, Awaswas, Mutsun, Rumsien, and Chalon-speaking Ohlone Nations, and respect their efforts to establish or have recognized their sovereign rights as First Peoples.

2. IN-PERSON DRAFT – Tribal land acknowledgement statement

Proposed formal Valley Water oral statement appropriate for in-person meetings, events and activities for internal or external stakeholders and held at Valley Water facilities throughout Santa Clara County.

We acknowledge that the land we gather on is the ancestral, unceded homelands of indigenous communities we collectively refer to as the Ohlone Peoples, survivors of the historic Karkin, Chochenyo, Ramaytush, Tamien, Awaswas, Mutsun, Rumsen and Chalon-speaking Nations.

Today Valley Water's jurisdiction extends over lands that are still home to surviving tribal nations, including the Amah Mutsun Tribal Band, the Muwekma Ohlone Tribe of the San Francisco Bay, Ramaytush Ohlone and the Tamien Nation, among others displaced from and

to these land. We recognize and honor these ancestral grounds that we occupy and support the resilience and strength of Indigenous Nations and respect their efforts to establish or have recognized their sovereign rights as First Peoples.

3. VIRTUAL DRAFT – Tribal land acknowledgement statement

Proposed formal Valley Water oral statement appropriate for virtual meetings and activities hosted by Valley Water.

We acknowledge that this Virtual [meeting/gathering/event] is taking place throughout the unceded territory of California, home to the survivors of nearly 200 tribal nations. We respect and support their efforts to establish or have recognized their sovereign rights as First Peoples and commit to building a meaningful partnership in caring for and protecting their cultural resources and homelands. We acknowledge and honor these ancestral grounds that we occupy. I am currently facilitating this virtual [meeting/gathering/event] from my [home/office] in [City], which is on the unceded ancestral territory of the [name of tribe(s)].

*BEFORE THE MEETING: Use this [map tool](#) to enter a location and find who are the indigenous tribal nations whose land you occupy.

4. SHORT DRAFT – Tribal land acknowledgement statement:

Proposed short Valley Water oral statement that can be used for more informal scenarios or if time is a constraint.

Let's take a moment to remind ourselves that most of us are uninvited guests on the unceded ancestral homelands of the indigenous nations we collectively refer to as the Ohlone Peoples, who continue to live in, care for and respect their ancestral lands. We respect and support their efforts to establish or have recognized their sovereign rights as First Peoples.

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Santa Clara Valley Water District

File No.: 22-0756

Agenda Date: 6/8/2022

Item No.: 4.2.

COMMITTEE AGENDA MEMORANDUM

Diversity & Inclusion Ad Hoc Committee

SUBJECT:

Update on the Valley Water Diversity, Equity and Inclusion Master Plan.

RECOMMENDATION:

Receive a presentation from staff and the Cordoba Group on the status of Valley Water's Diversity, Equity and Inclusion Master Plan, and provide feedback to staff.

SUMMARY:

Last fall, staff engaged the Cordoba Group to undertake the development of Valley Water's first-ever Diversity, Equity & Inclusion (DEI) Master Plan. This Master Plan, which reviews and analyzes the entire operational program of Valley Water through the DEI lens, identifies barriers that may make it difficult for communities of historically under-represented groups to participate in, or receive the services of Valley Water, and proposes actions to engage these populations and ensure Valley Water can deliver services in ways that are equitable, fair, balanced and without discrimination or inequity.

The Cordoba Group has interviewed all Valley Water divisions in addition to several key business unit areas, and is conducting focused interviews of staff, so that they can comprehensively review Valley Water's policies and protocols. The Cordoba Group is scheduled to complete the Master Plan by mid-summer. This item provides the D&I Committee with an update on the Master Plan's status and efforts to date.

ATTACHMENTS:

Attachment 1: DEI Update 05/2322 - DEI subcommittee

UNCLASSIFIED MANAGER:

Marta Lugo, 408-630-2237

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Valley Water Strategic Master Plan Development

STATUS UPDATE

May 23, 2022

This summary represents a brief description of the most critical observations that we have made to date through our review of the TJC Assessment, 2015-2019 D&I Master Plan, 2018 Assessment of the 2015-2019 D&I Master Plan, HR diversity and demographic data, employee surveys, Valley Water's policies and procedures, and our interviews with staff throughout the divisions and ranks of the organization.

Staff Commitment

What is most apparent is that Valley Water is a strong organization with a deep history and an evolving culture. The staff are very passionate about the work they do and very conscientious in the manner in which they deliver it. Keeping that passion and commitment while evolving the organizational culture is paramount to the continued success of Valley Water.

The Valley Water Board and CEO have made a significant investment in the future of the organization through the creation of the REDI Office. They have hired seasoned professionals with talent, passion and understanding of methods to implement the advancement of DEI within the organization.

REDI's Role

However, the transition to a formal REDI Office from the less formal historical efforts primarily led by ERGs, has caused a break in trust. This has been significantly exasperated by the remote working conditions caused by COVID. Reestablishing that trust with clear roles and objectives will foster employee-based support for the effort.

The question as to whether the REDI Office is sufficiently structured and resourced to complete their mission is, as of yet, difficult to answer. It depends, in great part on documentation of the clear expectations and outcomes of the division's work. The overall mission of "Irradicating Systemic Racism in the Organization" is a laudable and worthy mission. From that needs to be further detailed Goals and Objectives, along with chain of responsibility and authority in order to develop appropriate resource and schedule objectives.

Defining DEI for the Organization

Most staff that we interviewed were keenly aware of the issues of Diversity, Equity, and Inclusion, though the definitions of what that means certainly differs among staff. Even more so, the opinions on how to improve upon these issues varies significantly across the organization. There are employees who have a keen focus on protected classes when engaged in the discussion of diversity, equity, and inclusion. Others seem to regard diversity as simply people of different backgrounds, family situations and life stages. Some staff confuse the concept of Inclusion with that of Opportunity. The lack of clarity around the use of terms and their meanings will continue to cause frustration around this topic.

Depending on the definition that they use, some staff feel that the organization is great, and nothing needs to improve, while others see a chasm between reality and aspiration. This disagreement over the current state impairs the conversations around, what is already a difficult subject for some to broach. The “literacy” of vocabulary across the organization is an educational building block to creating space to have courageous conversations.

Shared Responsibility

At the core, it is critical that the whole organization, from executive leadership down, have a clear and unified understanding of the way in which Valley Water chooses to define diversity, equity, and inclusion in its culture. Equally imperative, is that this definition be socialized and embraced through all divisions and ranks of the organization.

HR Policies and Procedures, especially those in recruiting seem to be aligned with industry best practices and valuable information is collected and stored by HR. However, the sense of imperative to make efforts that could cause the agency to better reflect the communities it serves, are not consistently spread throughout the organization.

Employees at all levels must accept that while there is value in the historic culture of the organization, given its deep history of service to the community, there is equal value in evolving, while preserving core components of that culture. Falling back on concepts of “This is the way we’ve always done things” Or “This has always worked in the past” are not values that are held by premiere organizations, and staff should not be allowed to take that easy road.

Organizational Goals & Metrics

There is an expression we use in project delivery. “That which gets tracked, gets done.” To further that concept, we would argue that that which gets assigned to someone before it is tracked, gets done. HR possesses very useful information on the success that Valley Water has had in diversity organization wide. But to reach Equity and Inclusion, there must be a deeper dive. That diversity should be reflected throughout each part and level of the organization. The ultimate responsibility of diversity, equity, and inclusion should not lie solely with the CEO, the REDI Office or HR. It MUST also lie with unit managers and rank and file because inclusion can only be reached when VALUE is placed on diversity.

Therefore, employees’ roles and responsibilities in the further development and continued support of DEI efforts must be clearly defined for rank and file, ERGs, HR, Senior Management, Executive Management, and the REDI Office.



Santa Clara Valley Water District

File No.: 22-0755

Agenda Date: 6/8/2022

Item No.: 4.3.

COMMITTEE AGENDA MEMORANDUM

Diversity & Inclusion Ad Hoc Committee

SUBJECT:

Receive Staff Recommendation on the Next Steps to Advance Director Hsueh's Memo of January 26, 2022, Entitled "Synopsis of Historical Board Actions that Advance Environmental Justice."

RECOMMENDATION:

Approve staff recommendation to advance Director Hsueh's memo of January 26, 2022, entitled "Synopsis of Historical Board Actions that Advance Environmental Justice," as a Board column, blog and/or Nextdoor post, highlighting ways in which Valley Water has advanced environmental justice throughout the years.

SUMMARY:

Staff has reviewed Director Hsueh's January 26, 2022, memo entitled "Synopsis of Historical Board Actions that Advance Environmental Justice" which provides a historical account of Valley Water Board actions taken over many years that supports Valley Water's long-standing prioritization of environmental justice in the Santa Clara County.

Staff recommends that Director Hsueh's memo be developed into an informational article, Board column, blog, and/or Nextdoor post to highlight the historical board actions that advanced environmental justice work. Staff will work with the Communications Unit to finalize the publications and obtain Director Hsueh's approval for their issuance.

ATTACHMENTS:

Attachment 1: N. Hsueh Memo, 01/26/2022

UNCLASSIFIED MANAGER:

Marta Lugo, 408-630-2237

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TO: Diversity and Inclusion Ad Hoc Committee

FROM: Nai Hsueh
Director – District 5

SUBJECT: Synopsis of Historical Board Actions that Advance Environmental Justice

DATE: January 26, 2022

At the 10/28/21 Diversity and Inclusion Ad Hoc Committee meeting, the Committee discussed that environmental justice is not just words we say, but a component of what we do. I cited a couple of examples during the discussion and volunteered to write a synopsis of historical Board actions that advanced environmental justice. The following synopsis is intended to start our conversation. I don't have any idea of what this leads to, but I hope, at a minimum, it leads to a better understanding by staff, future board members, and the community of Valley Water.

Recommendation:

Agendize the subject for discussion at future Committee meeting.

Analyses and Summary

I. An understanding of Valley Water's historical funding mechanism, specifically for flood protection and stream stewardship activities, is an important first step.

1. Benefit Assessments (BA) were the primary funding sources for flood protection activities in the 80s and 90s. They were structured by watershed/zone. Voters within each watershed/zone, in 1982, 1986, and 1990, approved assessment amounts. Each watershed/zone had a Zone Advisory Committee which advised the Board on priority of flood protection projects. BA revenue can only be used within the specific Zone.
2. Each Zone also received a percentage of the district's property tax revenue based on a formula.
3. Compared to other zones, the East Zone (Coyote Watershed) and South Zone (Uvas/Llagas Watershed), particularly East Zone, had smaller revenue and bigger flood protection needs. Hence, relying on federal/state funding to implement flood protection projects was the main strategy for decades. Examples of projects completed under this strategy were Coyote Creek downstream of Montague Expressway, Uvas Creek, and Lower Llagas Creek.

II. Key events changed the funding mechanism and allowed the Board flexibility to allocate financial resources according to community needs.

1. The Board directed consolidation of property tax revenue (today's Fund 12) and State Subventions reimbursements.
2. In 2000, the Board submitted a Clean, Safe Creek program to voters of Santa Clara County. The bold change in that program was a county-wide parcel tax to replace the zone-by-zone BA funding mechanism. With the success of the programs in 2000, 2012

and 2020, it's hard to imagine the boldness of this change at that time, for example, 50% voter approval vs. 2/3 voter approval.

The above decisions and actions removed restrictions for the Board to perform its most important job, i.e. allocate resources County-wide where it is needed the most. See Section III below.

III. Examples of key Board's decisions to advance environmental justice.

1. Clearly directed the priority of East Zone (Coyote Watershed) flood protection needs including Lower Silver Creek, Berryessa Creek, Upper Penitencia Creek and Lower Penitencia Creek. In 1999, The District created a programmatic approach to accelerate East Zone projects. This clear priority leads to the progress we see today.
2. Clearly directed the priority of Upper Llagas Creek and allocated Fund 12 money for Upper Llagas Creek. Again, this clear priority leads to the progress we see today.
3. In 2010, through a public hearing, re-allocated San Francisquito funding to support construction of the reach of San Francisquito Creek downstream Highway 101 that was flooded in the 90s. Completion of the downstream 101 project primarily protects East Palo Alto. It is worth noting that East Palo Alto is in San Mateo County.
4. In 2018, through a public hearing, extended the Mid-Coyote Creek and increased funding to include the Rock Spring Area.

As I mentioned at the beginning of this memorandum, I hope this synopsis serves as a vehicle to tell Valley Water's story. Thank you for your consideration.



Santa Clara Valley Water District

File No.: 22-0461

Agenda Date: 6/8/2022

Item No.: 4.4.

COMMITTEE AGENDA MEMORANDUM

Diversity & Inclusion Ad Hoc Committee

SUBJECT:

Long-term Strategic Staffing Plan.

RECOMMENDATION:

Receive an update on the Strategic Staffing Plan as part of this committee's work plan.

SUMMARY:

The CEO directed that a strategic staffing plan be developed. This plan should facilitate intentional planning of staffing needs during our budgeting process as well as allow management to operate based on operational and capital project needs and data. Our current process is manual, does not consider other factors such as potential retirements, changes in project cycle, and is reactive vs. proactive in budgeting for positions.

Staff held exploratory software solution demos attended by internal stakeholders from five business areas: HR, Finance, Capital Projects, IT, and Procurement. Stakeholders reviewed six vendor products, one already procured tool and five others recommended by Gartner: Global Research and Advisory Company. All software solutions included the following areas:

- Succession Development
- Needs Management
- Data Tracking
- Integration Experience

Four of the six solutions appeared viable. The selected solution, Vemo was rated the highest following demonstration and reference checks because Vemo demonstrated a staffing solution with predictive tools that use historic data to inform future forecasts.

ATTACHMENTS:

Attachment 1: PowerPoint

UNCLASSIFIED MANAGER:

Ingrid Bella, 408-630-3171



Vemo Workforce Planning & Analytics

Presented by: Lidya Tesfaye

Vemo Workforce Planning and Analytics

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- Vemo Overview
- Project Team
- Project timeline

Vemo Overview

Resource Management

1. Address matrixed working environment: People Vs. Assignments.
2. Match people to projects to optimize success rates.
3. Manage allocation of people and vacancies to assignments

DETAIL

Attribute (String)	Value
Position Description	AVW Hardware Engineer Sr Sft (E9465) (P18)
IsPublished	TRUE
IsContractorResource	FALSE
UtilizationThreshold	0
Assignment End Date	10/01/2020
Assignment Group	P18
Assignment Start Date	11/01/2020

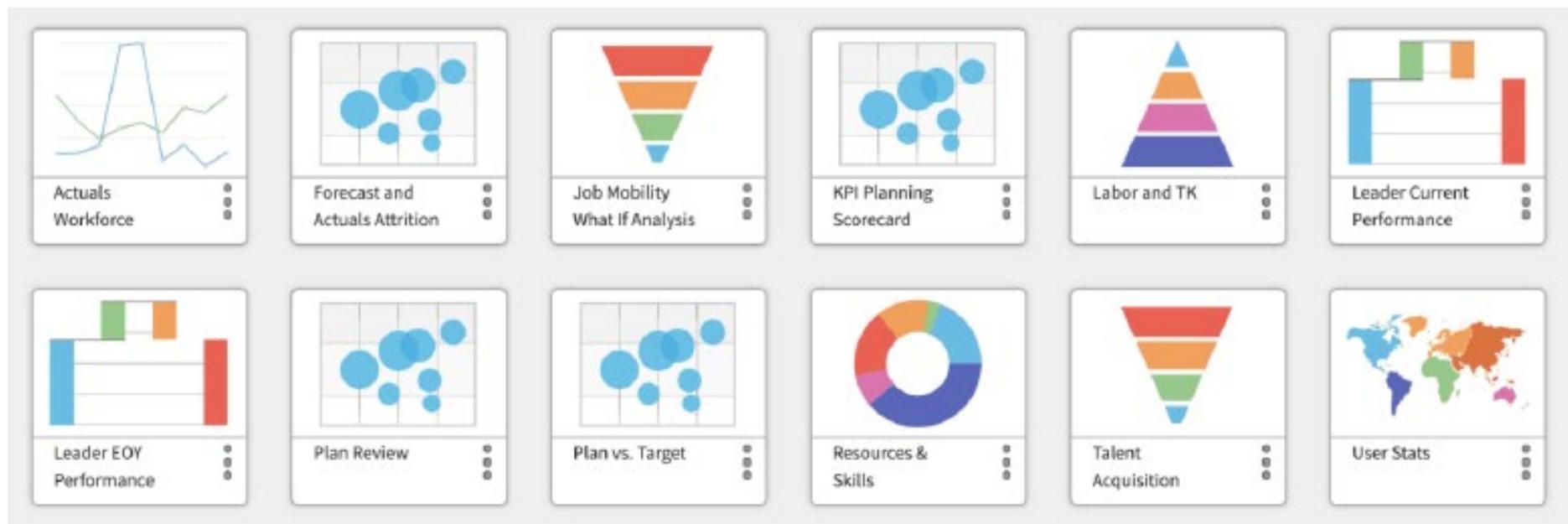
ALLOCATION

	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
AVW Hardware Engineer Sr Sft (E9465) (NOT ALLOCATED)													
P18													
AVW Hardware Engineer Sr Sft (E9465)													
	2020	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	2021	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	2022	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80
	2023	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60
	2024	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30
	2025	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20

Vemo Overview

Workforce Analytics

1. One stop analysis for data from Resource Management.
2. Embedded predictive analytics for attrition and demand forecasts.
3. Easy to use dashboard & user based access to data focusing on current and forecasted workforce



Project Team

The project team is comprised of key stakeholders in HR, Finance, IT, Capital Projects and Procurement



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Project timeline

- 3/28/22 – Project Kick off
- 4/8/22 – Product review Sessions
- 5/13/22 – Initial data to build data import package
- 6/3/22 – Identify users, roles, data security
- 6/17 – Technical implementation
- 8/12 - User Acceptance Testing (UAT)
- 8/19 – Go Live

QUESTIONS





Valley Water

Clean Water • Healthy Environment • Flood Protection



Santa Clara Valley Water District

File No.: 22-0754

Agenda Date: 6/8/2022

Item No.: 4.5.

COMMITTEE AGENDA MEMORANDUM

Diversity & Inclusion Ad Hoc Committee

SUBJECT:

Update Report on ACWA Diversity, Equity and Inclusion (DEI) Activities from Chair Pro Tem Varela.

RECOMMENDATION:

Receive verbal report on ACWA DEI activities from Chair Pro Tem John Varela.

SUMMARY:

Chair Pro Tem Varela participated at the 2022 ACWA Annual Conference in Sacramento.

On May 4th, Chair Pro Tem Varela attended the 2022 ACWA Spring Conference and participated in a panel discussion entitled “Making a Case for Education in Equity, Diversity and Inclusion” alongside other DEI and water industry experts. Following the panel, Chair Pro Tem Varela participated in a DEI Roundtable Discussion focused on implementing DEI initiatives, during which the panelists and ACWA attendees engaged in small group discussions of their and their agencies’ views of DEI, and its value proposition in the water industry. Valley Water staff supported the DEI panel and participated alongside the Chair Pro Tem, and Directors Estremera and Kremen during the roundtable discussion. Chair Pro Tem Varela will provide a verbal report on the panel session, the roundtable discussion, and ACWA’s recent efforts to advance DEI initiatives, including their recent creation of a DEI workgroup, and how Valley Water’s efforts are serving as a model for other water agencies efforts in this space.

ATTACHMENTS:

None.

UNCLASSIFIED MANAGER:

Marta Lugo, 408-630-2237

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Santa Clara Valley Water District

File No.: 22-0463

Agenda Date: 6/8/2022

Item No.: 4.6.

COMMITTEE AGENDA MEMORANDUM

Diversity & Inclusion Ad Hoc Committee

SUBJECT:

Review Diversity and Inclusion Ad Hoc Committee 2022 Work Plan, and Confirm Next Meeting Date.

RECOMMENDATION:

- A. Review the 2022 Diversity and Inclusion Ad Hoc Committee Work Plan and make adjustments as necessary; and
- B. Confirm date for next meeting, per 2022 meeting schedule.

SUMMARY:

Work Plans are created and implemented by all Board Committees to increase efficiency, provide advanced public notice of intended Committee discussions, and enable improved follow-up by staff. Work Plans are dynamic documents managed by Committee Chairs and are subject to change. Committee Work Plans also assist staff with the preparation of agenda items and the Committee's Annual Accomplishments Report.

The Diversity & Inclusion Ad Hoc Committee (Committee) Work Plan contains suggested topics for discussion based on information from the following sources:

- Items referred to the Committee by the Board;
- Items requested by the Committee to be brought back by staff;
- Items scheduled for presentation to the full Board of Directors; and
- Items identified by staff.

The revised 2022 Committee Work Plan (Attachment 1) is presented for the Committee's review and provides an opportunity for the Committee to request additional items for discussion during future meetings.

The 2022 Committee meetings occur quarterly the fourth Thursday of the month, or at the call of the Committee Chair. Confirmation of the next quarterly meeting date on July 28, 2022 is necessary to provide staff sufficient time to prepare items and coordinate meeting logistics.

ATTACHMENTS:

Attachment 1: Revised 2022 D&IAHC Work Plan

UNCLASSIFIED MANAGER:

File No.: 22-0463

Agenda Date: 6/8/2022
Item No.: 4.6.

Candice Kwok-Smith, 408-630-3193

DIVERSITY & INCLUSION AD HOC COMMITTEE 2022 WORKPLAN

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
REDI Office												
Update on Activities of the Office of Racial Equity, Diversity & Inclusion					X					X		
D&I Strategic Master Plan												
Historical Key Decisions to Advance Environmental Justice												
ACWA Diversity and Inclusion Efforts												
WELL Diversity and Inclusion Efforts												
ERG Efforts to Promote Equity and Environmental Justice												
Tribal Land Acknowledgment Statements												
Human Resources												
Hiring & Promotion Report				X								
Long-Term Strategic Staffing Plan												
Standing Items:												
Election of Committee Officers (Annually)				X								
2019 and 2020 D&I Ad Hoc Committee Accomplishment Report (Annually)				X								
Approval of Minutes (previous meeting)				X						X		
Review Committee Work Plan - Confirm items for next meeting				X						X		

CANCELLED

Blue Strikes - are new entries; **Red Strikes** - are deleted entries.

2022 Meetings are scheduled to occur as shown below, or at the call of the Committee Chair.

Thursday, January 27, 2022

Thursday, April 28, 2022 (cancelled)

Wednesday, June 8, 2022 (Special Meeting)

Thursday, July 28, 2022

Thursday, October 27, 2022

Revised: 5/27/21

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