



# Update on Status of Recommendations from Independent Review of Workplace Concerns

Organization, Personnel and Technology Committee

Item 6a

November 9, 2021

# Organization, Personnel and Technology Committee

## Previously Presented

### General Manager

- 19 Best Practice recommendations referred to GM for further consideration
- 5 Items to be referred to EEO Officer
- 2 DE&I Officer recommendations are referred to the GM/DE&I Council for consideration and implementation

### Legal and Ethics or Legal and General Manager Departments

- 5 Items requiring analysis and policy changes referred to the Legal and Ethics Departments OR Legal and General Manager Departments

### Joint Labor-Management Advisory Committee

- 9 Items requiring in-depth analysis and adaption of policies or procedures referred to Joint Labor-Management Advisory Committee for analysis and recommendation to the GM

### Board of Directors

- 7 Items that pertain to Board specific actions referred to the Board Chair for further action

# Key Milestones

- Joint Labor-Management Advisory Committee
  - Members confirmed
  - Initial meeting scheduled on November 16
- EEO Officer Recruitment
  - Recruitment announcement scheduled to be posted November 15
- DE&I Officer Recruitment
  - Recruitment announcement scheduled to be posted later this month

# Recommendations Referred to the General Manager

#	Recommendation	Action	Status
4	Hold managers accountable for modeling professional and respectful behavior and demanding the same of their teams.	In Progress	Addressed through ongoing training and performance evaluations. Various operating policies are being updated. As updated policies are distributed, a statement of the General Manager's expectation to follow and enforce District policies will be included.
7	Require managers to follow and enforce District policies and procedures.	In Progress	Various operating policies are being updated. As updated policies are distributed, a statement of the General Manager's expectation to follow and enforce District policies will be included.
9	Evaluate the performance of managers and compensate them based on their ability to drive positive interactions on their team, hold employees accountable, demonstrate an appropriate "tone at the top," and further the District's DE&I initiatives.	In Progress	Executive Management is discussing the best approach to address this recommendation. Specific goals may be added to all management employees and implementing a 360-degree evaluation for Unrepresented employees will reinforce the "tone at the top".  The DE&I Officer may also provide input.

# Recommendations Referred to the General Manager

#	Recommendation	Action	Status
12	Create additional positions in the Training Unit and Employee Relations to ensure both areas are properly staffed and resourced.	In Progress	As previously reported, positions are being evaluated during biennial budget.
13	Provide training to relevant HR personnel (Laws/Regs/Best Practices)	In Progress	Current practice. Training relevant to HR personnel laws is already a part of the Management University. However, training will be evaluated to ensure it is up to date and meets current requirements. In addition, HR employees receive training on HR specific areas on a regular basis.
17	Implement a hotline program to allow for anonymous reporting of EEO Issues.	In Progress	Under review.
34	Include the DE&I Council in the implementation of the recommendations in this Report as appropriate.	In Progress	DE&I Council will review Joint Labor-Management Committee recommendations as completed.

# Recommendations Referred to the General Manager

#	Recommendation	Action	Status
29	Create a DE&I Manager position to be filled by an individual with prior DE&I experience to create a DE&I Office, lead the DE&I Council, and guide Council members and District Leadership to identify and implement best practices.	In Progress	DE&I Officer position in recruitment.
30	Take steps to further develop the DE&I Council.	In Progress	Holding ongoing expert speaker series (began in October). Once DE&I Officer is hired, program development will be presented to Board as part of budget process.
31	Only permit Executive Management to attend DE&I Council meetings when invited by the Council.	In Progress	DE&I Officer will serve as liaison and other Executives/Managers attend as needed.

# Recommendations Referred to the Legal and Ethics Departments

## General Manager and Legal Departments

#	Recommendation	Action	Status
28	Consider eliminating confidentiality/non-disclosure provisions in settlement agreements with employees who will remain employed with the District after the investigation is completed.	In Progress	Under review.

## Legal and Ethics Departments

#	Recommendation	Action	Status
2	Implement a policy to address abusive conduct, even if not EEO-related.	In Progress	Legal continues to review current policies that apply to abusive conduct as well as new state law covering abusive conduct.
19	Create a process for investigating and resolving complaints against department heads and Directors.	In Progress	Board letter 7-1 will be considered by the Board for approval on November 9, 2021.

# Summary

	Referred	Addressed/ Completed	In Progress	Pending	Notes
General Manager	26	9	10	7	7 recommendations pending review after appointment of EEO Officer
General Manager and Legal Departments	1	-	1	-	
Legal and Ethics Departments	4	-	2	2	(1) scheduled for consideration by Board on November 9
Joint Labor-Management Advisory Committee	9	-	-	9	Meeting scheduled November 16
Board	7	7	-	-	
<b>Total</b>	<b>47</b>	<b>16</b>	<b>13</b>	<b>18</b>	

