

The Metropolitan Water District of Southern California

Agenda

The mission of the Metropolitan Water District of Southern California is to provide its service area with adequate and reliable supplies of high-quality water to meet present and future needs in an environmentally and economically responsible way.

EI&A Committee

T. McCoy, Chair
G. Cordero, Vice Chair
D. De Jesus
B. Dennstedt
L. Dick
S. Faessel
A. Fellow
L. Fong-Sakai
J. Garza
G. Gray
M. Luna
N. Sutley

Equity, Inclusion, and Affordability Committee - Final

Meeting with Board of Directors *

September 24, 2024

2:00 p.m.

**Tuesday, September 24,
2024**

**09:00 a.m. Pure Water
11:30 a.m. Break
12:00 p.m. EXEC
02:00 p.m. EIA**

Agendas, live streaming, meeting schedules, and other board materials are available here:

**<https://mwdh2o.legistar.com/Calendar.aspx>. Written public comments received by 5:00 p.m. the business days before the meeting is scheduled will be posted under the Submitted Items and Responses tab available here:
<https://mwdh2o.legistar.com/Legislation.aspx>.**

If you have technical difficulties with the live streaming page, a listen-only phone line is available at 1-877-853-5257; enter meeting ID: 891 1613 4145.

Members of the public may present their comments to the Board on matters within their jurisdiction as listed on the agenda via in-person or teleconference. To participate via teleconference 1-833-548-0276 and enter meeting ID: 815 2066 4276 or to join by computer [click here](#).

MWD Headquarters Building • 700 N. Alameda Street • Los Angeles, CA 90012

Teleconference Locations:

525 Via La Selva • Redondo Beach, CA 90277

3008 W. 82nd Place • Inglewood, CA 90305

San Diego County Water Authority • 4677 Overland Avenue • San Diego, CA 92123

* The Metropolitan Water District's meeting of this Committee is noticed as a joint committee meeting with the Board of Directors for the purpose of compliance with the Brown Act. Members of the Board who are not assigned to this Committee may participate as members of the Board, whether or not a quorum of the Board is present. In order to preserve the function of the committee as advisory to the Board, members of the Board who are not assigned to this Committee will not vote on matters before this Committee.

- 1. Opportunity for members of the public to address the committee on matters within the committee's jurisdiction (As required by Gov. Code Section 54954.3(a))**

**** CONSENT CALENDAR ITEMS -- ACTION ****

2. CONSENT CALENDAR OTHER ITEMS - ACTION

- A. Approval of the Minutes of the Equity, Inclusion, and Affordability Committee for July 9, 2024 (Copies have been submitted to each Director, Any additions, corrections, or omissions) [21-3829](#)

Attachments: [09242024 EIA 2A \(07092024\) Minutes](#)

3. CONSENT CALENDAR ITEMS - ACTION

NONE

**** END OF CONSENT CALENDAR ITEMS ****

4. OTHER BOARD ITEMS - ACTION

NONE

5. BOARD INFORMATION ITEMS

NONE

6. COMMITTEE ITEMS

- a. State of Diversity, Equity and Inclusion [21-3832](#)

Attachments: [09242024 EIA 6a, 6b, 6c, and 6d Presentation](#)

- b. Civil and Inclusive Workplace Training [21-3831](#)

- c. Annual Update on Small Business [21-3833](#)

- d. Focus on Disability Inclusion [21-3834](#)

Attachments: [09242024 EIA 6d.2 Presentation Disability and Accommodations Process](#)
[09242024 EIA 6d3 Presentation](#)

7. MANAGEMENT ANNOUNCEMENTS AND HIGHLIGHTS

- a. Diversity, Equity, and Inclusion activities [21-3830](#)

Attachments: [09242024 EIA 7a Diversity, Equity, and Inclusion Activities](#)

8. FOLLOW-UP ITEMS

NONE

9. FUTURE AGENDA ITEMS

10. ADJOURNMENT

NOTE: This committee reviews items and makes a recommendation for final action to the full Board of Directors. Final action will be taken by the Board of Directors. Committee agendas may be obtained on Metropolitan's Web site <https://mwdh2o.legistar.com/Calendar.aspx>. This committee will not take any final action that is binding on the Board, even when a quorum of the Board is present.

Writings relating to open session agenda items distributed to Directors less than 72 hours prior to a regular meeting are available for public inspection at Metropolitan's Headquarters Building and on Metropolitan's Web site <https://mwdh2o.legistar.com/Calendar.aspx>.

Requests for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting should be made to the Board Executive Secretary in advance of the meeting to ensure availability of the requested service or accommodation.

THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

MINUTES

EQUITY, INCLUSION, AND AFFORDABILITY COMMITTEE

July 9, 2024

Chair McCoy called the meeting to order at 10:34 a.m.

Members present: Cordero, De Jesus, Dennstedt, Fellow, Gray (teleconference location posted), McCoy, and Sutley.

Members absent: Directors Dick, Faessel, Fong-Sakai, Garza, and Luna.

Other Members present: Abdo, Ackerman, Alvarez, Armstrong, Bryant, Erdman, Goldberg, Kurtz, Miller, Morris, Ortega, and Seckel.

Committee Staff present: Chapman, Kasaine, Rohen, Ros, and Wheeler.

1. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COMMITTEE ON MATTERS WITHIN THE COMMITTEE’S JURISDICTION

None

CONSENT CALENDAR ITEMS — ACTION

2. CONSENT CALENDAR OTHER ITEMS – ACTION

- a. Subject: Approval of the Minutes of the Equity, Inclusion, and Affordability Committee for May 14, 2024 (Copies have been submitted to each Director, Any additions, corrections, or omissions)

3. CONSENT CALENDAR ITEMS – ACTION

None

Director Fellow made a motion, seconded by Director De Jesus, to approve the consent calendar consisting of item 2A.

The vote was:

Ayes: Directors Cordero, De Jesus, Dennstedt, , Fellow, Gray, McCoy, and Sutley.

Noes: None

Abstentions: None

Absent: Directors Dick, Faessel, Fong-Sakai, Garza, and Luna.

The motion for item 2a passed by a vote of 7 ayes, 0 noes, 0 abstain, and 5 absent.

END OF CONSENT CALENDAR ITEMS

4. OTHER BOARD ITEMS – ACTION

None

5. BOARD INFORMATION ITEMS

None

6. COMMITTEE ITEMS

- a. Subject: Panel Discussion on Spanish Language Inspection Trip and Outreach Opportunities

Panelists:

Cristina Ivens, Ethnos

Gennesis Lopez, Andres y Maria Cardenas Family Foundation

Patty Lopez, City of San Fernando Commissioner

Raul Macias, Anahuak Youth Sports Association

Presented By: Dee Zinke, Assistant General Manager/Chief External Affairs Officer.

Ms. Zinke introduced the item, provided background, and introduced Eduardo Garcia, who led the inspection trip and provided translation for the panel. Next, Chair Ortega provided additional background and explained what initiated this inspection trip. Ms. Zinke introduced the panelists: Cristina Ivens, Liderazgo Comunitario Ethnos; Gennesis Lopez, Executive Director Andres y Maria Cardenas Family Foundation; Patty Lopez, Commissioner for City of San Fernando; Raul Macias, Presidente Anahuak Youth Sports Association.

Next, Ms. Zinke asked the panel the following questions: 1. What is your favorite memory of this trip and what did you learn? 2. How will you share what you learned with your community? 3. How did your experience change with the trip being conducted in Spanish? 4. What strategies are effective in reaching Spanish-speaking communities? 5. How should we design future trips to better engage the Spanish-speaking community? 6. How can we use our inspection trips to strengthen a grassroots network for water? Lastly, Ms. Zinke provided an overview of expanding outreach and future potential trips with the National Association for the Advancement of Colored People.

The following Directors provided comments or asked questions:

1. Ortega
2. McCoy

Staff responded to the Directors' comments and questions.

7. MANAGEMENT ANNOUNCEMENTS AND HIGHLIGHTS

- a. Subject: Diversity, Equity, and Inclusion activities

No report was given.

8. FOLLOW-UP ITEMS

None

9. FUTURE AGENDA ITEMS

None

10. ADJOURNMENT

The meeting adjourned at 11:30 a.m.

Tana McCoy
Chair



Equity, Inclusion and Affordability Committee

Overall DEI Update,
Civil & Inclusive Workplace Training,
Annual Small Business Update, & Focus
on Disability Inclusion

Items 6a, 6b, 6c and 6d
September 24, 2024

Item # 6a, 6b, 6c and 6d

Overall DEI Update,
Civil & Inclusive
Workplace Training,
Annual Small
Business Update &
Focus on Disability
Inclusion

Subject

Overall Updates on Diversity, Equity & Inclusion;
Civil & Inclusive Workplace Training;
Annual Small Business Update; and Focus on Disability
Inclusion

Purpose

Update the Equity, Inclusion & Affordability (EIA) Committee on progress made on DEI commitments, Civil & Inclusive Workplace Training, required annual update on small business outreach and a focused conversation on disability inclusion featuring Jill Houghton, CEO of Disability:IN

Recommendation and Fiscal Impact

None



DEI DIVERSITY
EQUITY &
INCLUSION

Equity, Inclusion and Affordability Committee

Update on Diversity, Equity & Inclusion and Civil & Inclusive Workplace Training

Items 6a and 6b
September 24, 2024

The Current State

Diversity, Equity & Inclusion Initiatives are Under Unprecedented Attack

DEI Efforts Face Public Backlash



DEI must DIE.

The point was to end discrimination, not replace it with different discrimination.

Diversity Policy Backlash Drives Cuts to DEI Staff

New workforce analytics data shows that as anti-DEI action grows, executives overseeing those policies are being cut at double the rate of other staffers.

The Supreme Court ends affirmative action in college admissions

WHAT'S THE MATTER WITH MEN?

They're floundering at school and in the workplace. Some conservatives blame a crisis of masculinity, but the problems—and their solutions—are far more complex.

Corporate Women's Gains Fall Victim to Anti-Woke Backlash

D.E.I. Goes Quiet

How to approach DEI as a change of systems, not a change of people.

The anti-ESG backlash is not just an American phenomenon as Europe waters down its sustainability agenda

Source: Catalyst

Diversity, Equity & Inclusion Strategic Roadmap Update of MWD

Goal	Action Taken	Work Outstanding	Next Milestone/Update
Culture/Change Management Work	Initial focus on defining values and vision for Met and how best to socialize them	Rollout plan to embed values in every aspect of Met's culture (conference rooms, performance management system, etc.)	Values and Met Vision embedded in C&IWP and messaged to 1,800 employees
Civil & Inclusive Workplace Training	Previewed training with HR/field staff; rollout schedule created; Executive leadership session on 8/26	Rollout of training to 1,800 employees; effective communications crafted and materials for reinforcement	14 Managers sessions are planned starting with a kickoff on 9/17
Partner to Build HR Capability	Partnership with HR on data/metrics, Civil & Inclusive Workplace Training and accommodations process	Ongoing partnership with HR on mitigating bias in processes, enhancing recruitment processes, culture and systems change	Successful rollout of Civil & Inclusive Workplace Training and embedding values reinforcement in performance management
Leader Toolkits	Leader Toolkit created to reinforce Values rollout and help Leaders facilitate conversations with teams	Solicit feedback from Managers to ensure successful rollout	Additional toolkits to strengthen Manager/Employee relationships
Launch formal succession planning practice for Met	Efforts to build the talent pipeline; some entry level hiring	Build formal succession planning for Met	Plan for '24-'25 fiscal year
Leverage Collective Genius	Existing Diversity Council, Managers Meeting	Launch leveraging collective genius	Plan for '24-'25 fiscal year

The Current State

Despite Significant Challenges, We Have Made Progress In The Last Year; Much Work Remains To Be Done



Progress Made/ Current Enablers

- ✓ Initiatives focused on **place-based, not race based** (i.e., underserved communities)
- ✓ Increasing traction around DEI/Culture efforts & EEO alignment
- ✓ Comprehensive plan to address existing areas of opportunity with data-informed insight
- ✓ 11 ERGs with strong leadership, history and employee engagement
- ✓ Good intentional work to mitigate bias, proactively identify opportunities
- ✓ Growing external brand capital for Met
- ✓ Key leadership and organizational changes made to accelerate the pace of change



Challenges that Remain/ Current Obstacles

- ❖ Recent and high-profile events leading to lack of trust, low employee morale & “us vs. them” dynamics
- ❖ Limited budget and resources to drive change
- ❖ Lack of consensus on how important DEI should be at Met and in the water industry
- ❖ Lack of current communication channels that reach every employee, including in the field
- ❖ Complex processes and structures that slow down progress
- ❖ Resistance to change

The Current State

In Group/Out Group Dynamics

(aka “Us” vs. “Them”)



Highlights of Progress

Despite Significant Challenges, We Have Made Progress; Much Work Remains To Be Done



- Named “Utility of the Year” at the GLAAACC Annual Awards Gala
- Partnered with CAAWEF and WELL on \$150k grant for DEI Leaders Academy to invest in next cadre of leaders for water industry
- Awarded a Racial Equity Grant by PFI for proposal to expand conservation efforts in disadvantaged communities; potential for greater investment from Robert Wood Johnson Foundation
- Work on Tribal Outreach & Engagement opening doors for Colorado River negotiations



Vision

To be the industry leader in water delivery with unparalleled commitment to our people, partners and planet with **no one left behind**

Strategic, holistic stakeholder model as driver of organizational success

Five Strategic Priorities



EMPOWER the workforce and promote diversity, equity & inclusion



SUSTAIN Metropolitan's mission with a strengthened business model



ADAPT to changing climate and water resources



PROTECT public health, the regional economy and Metropolitan's assets



PARTNER with interested parties and the communities we serve



Organizational Focus

To be the industry leader in water delivery with unparalleled commitment to our people, partners and planet with **no one left behind**



Workforce Development

K-12 Outreach/Early Pipeline Development

- Cybersecurity Internship Program
- Apprenticeship Programs

Tribal Outreach & Engagement

- Pathways to Employment at Met

Addressing Structural Barriers & Enhancing Cross-Departmental Partnership

Historically Underserved Communities

- Foster Youth
- Transitional Workers (formerly homeless)
- Formerly incarcerated
- Disadvantaged communities
- Historically Black Colleges & Universities (HBCU)

Good faith outreach efforts/EEO compliance



Strategic Initiatives

- Climate Justice Campaign
- Community Benefits Program
- Strategic Partnerships
 - CAAWEF
 - WELL
 - Homeboy Industries
 - California Conservation Corps
 - NAACP
- Vision and Values
- Workforce Analytics & HR Partnership
- Culture Transformation



Business Outreach & Community Engagement

Small Business Community

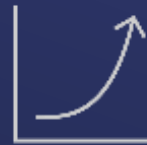
- MetWorks
- Community/Matchmaking Events
- Strategic Partnerships
- Project Labor Agreement (PLA)
- Equity in Infrastructure (EIP) Pledge

Diversity, Equity & Inclusion Building a Strong Foundation & Writing A New Playbook



2023-2024
Building a Solid
Foundation

- Foundational Behaviors for a Workplace Free of Harassment and Discrimination
- Enhancing DEI Communications
- Solid Metrics Strategy
- Better Employee Support (ERGs/Diversity Council)
- Workforce Development



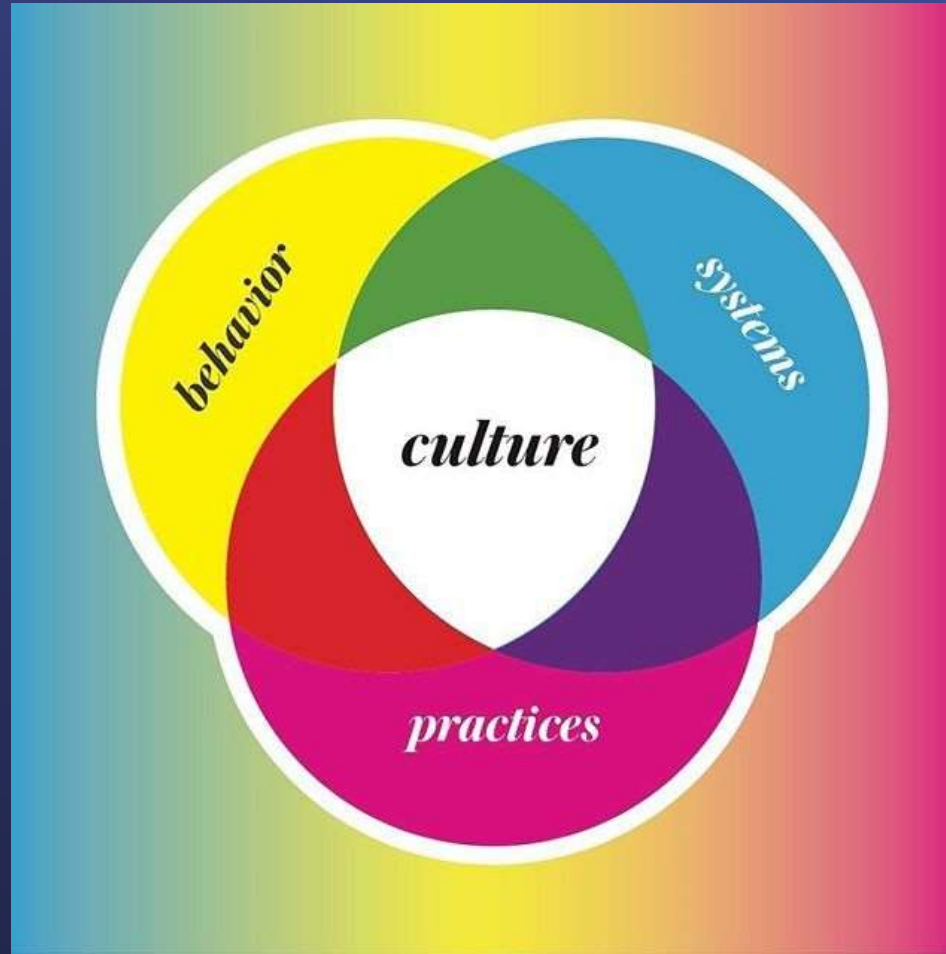
2024-2026
Accelerating The
Pace of Change



2026+
Advancing DEI
Thought Leadership
in the Public Sector



Culture/Change Management Values for Metropolitan



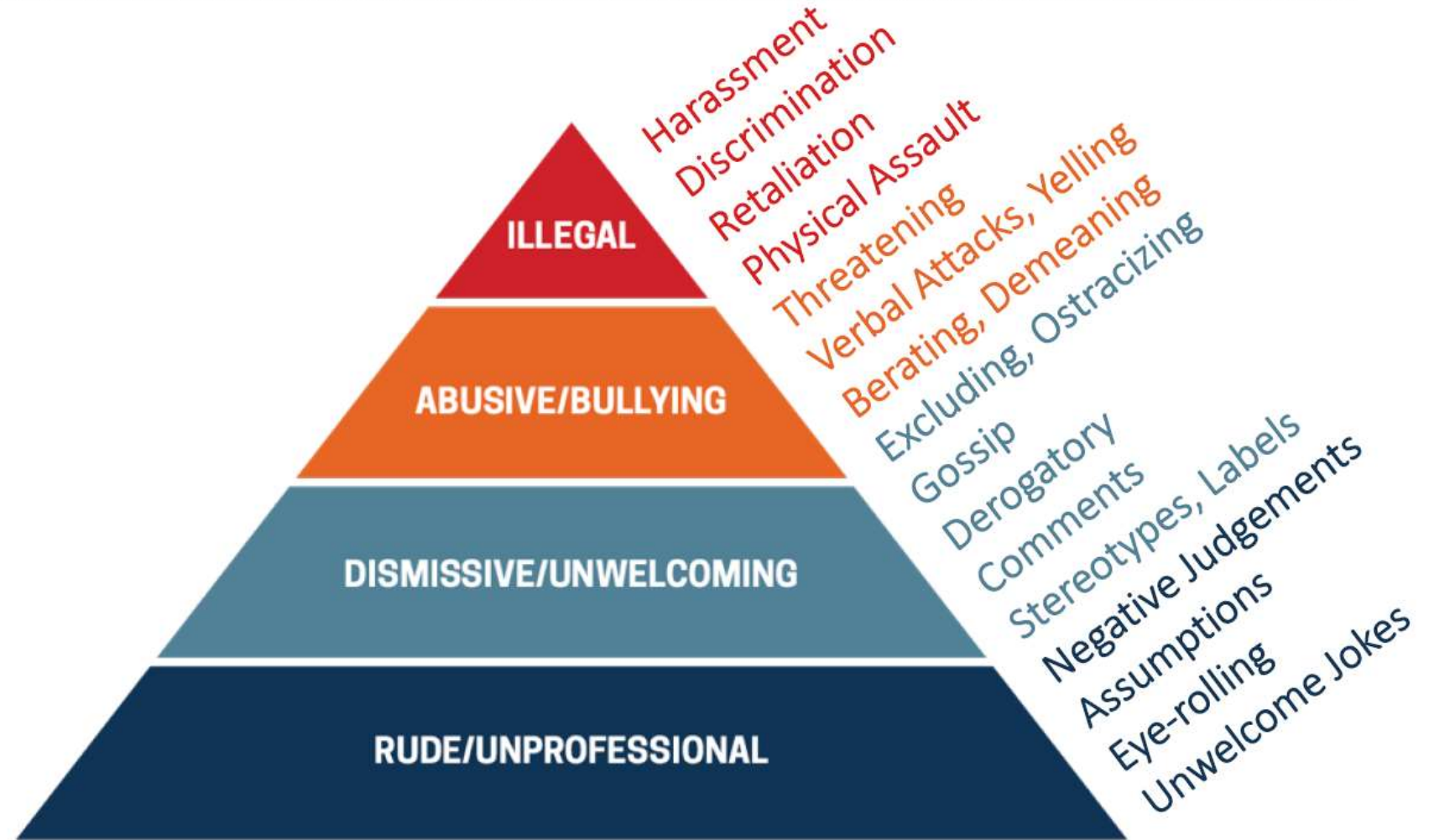
Source: Harvard Business Review

“The culture of any organization is shaped by the worst behavior the leader is willing to tolerate”

Gruenter and Whitaker

Diversity, Equity & Inclusion Building a Strong Foundation & Writing A New Playbook

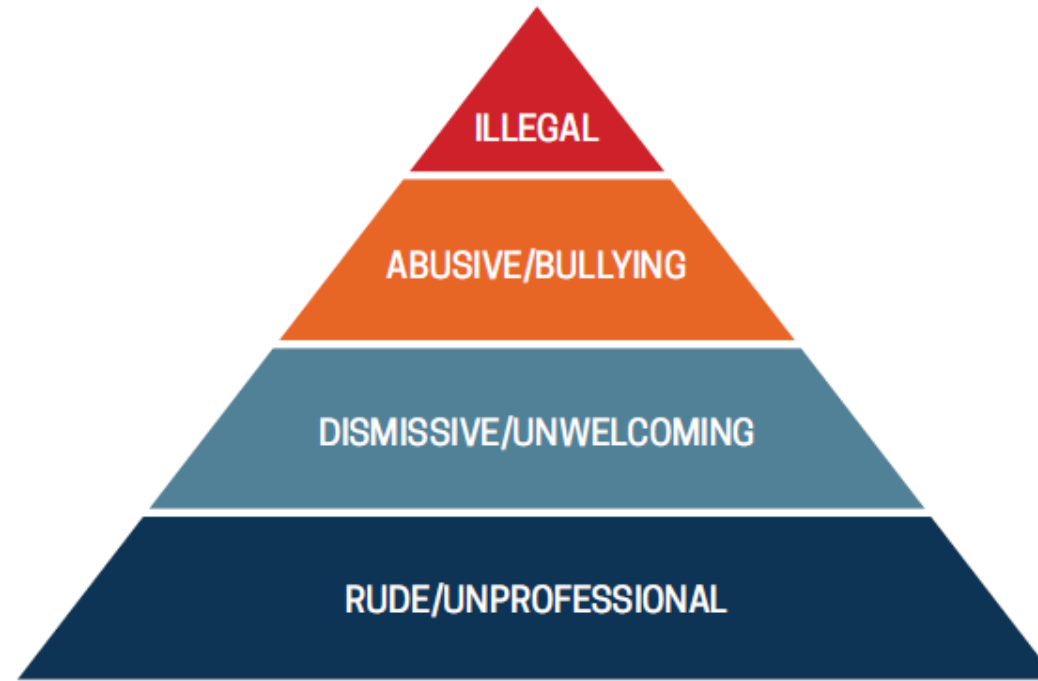
UNCIVIL BEHAVIOR IN TODAY'S WORKPLACE



Source: ELI

Diversity, Equity & Inclusion Building a Strong Foundation & Writing A New Playbook

UNCIVIL BEHAVIOR TRIANGLE



OUTCOMES OF UNCIVIL BEHAVIOR

- Decreased Efficiency
- Low Morale
- Brand Damage
- Low Productivity
- Reduced Engagement
- Decreased Performance
- Turnover
- Distrust
- Increased Disruption
- Accidents or Safety Concerns
- Decline in Quality
- Lawsuits and Claims

Source: ELI

Culture/Change Management Values for Metropolitan



Safety – Promote physical and psychological well-being of people



Trust – Act in ways that demonstrate integrity and build genuine connection



Accountability – Deliver solutions and drive shared success



Respect – Treat others as they would want to be treated and be a good steward of the planet



Teamwork – Think “we over me”

Diversity, Equity & Inclusion Building a Strong Foundation & Writing A New Playbook

Foundational Behaviors for a Workplace
Free of Harassment and Discrimination



Actionable Behaviors, Skill-building and
Tools for Productive and Inclusive Workplace Interactions



Diversity, Equity & Inclusion Building a Strong Foundation & Writing A New Playbook

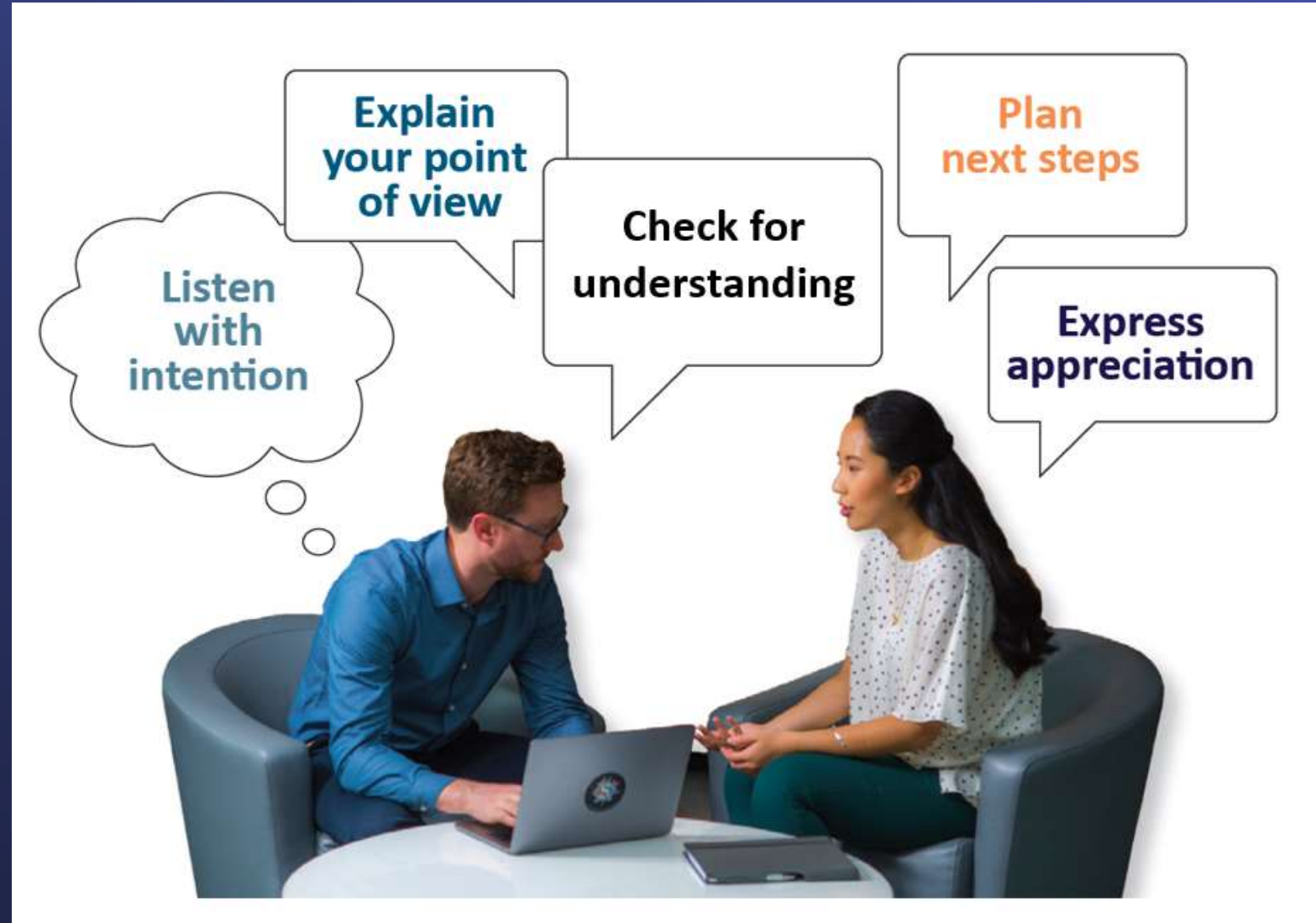
INTRODUCING A MODEL FOR **SPEAKING UP AND LISTENING**

No one needs a conversation model when the conversation is easy, but:

- How do we talk with each other when the stakes are high?
- How can we work resolve conflicts?
- What will happen if we don't talk at all?
- What tools will help us create alignment so we can move forward?



Diversity, Equity & Inclusion Building a Strong Foundation & Writing A New Playbook



Diversity,
Equity &
Inclusion
Building a
Strong
Foundation &
Writing A
New Playbook



In loving memory of Nathan Purkiss, first President of our
Pride ERG and lifelong advocate for building a more inclusive
world



Equity, Inclusion and Affordability Committee

Annual Small Business Update

Item 6c
September 24, 2024



DEI DIVERSITY
EQUITY &
INCLUSION

Core Objectives



Program Overview

History and Milestones

- 2002 – The Board adopted the Business Outreach program
 - 18% Small Business Goal
- 2006 – The Board adopted the Disabled Veteran Business Enterprise program
- 2015 – The Board approved an increase in the SBE goal
 - 25% Small Business Goal
- 2022 – Board-approved Equity in Infrastructure Program Pledge
 - CA EIP Agencies formed an alliance

Community Engagement

Metworks

- Hosted in-person Conference in Moreno Valley- September 2023
- Member Agency Participation – CIP Overview
 - Inland Empire Utilities Agency
 - Western MWD
 - Eastern MWD
 - West Basin MWD
- PLA Support Team
- MC3 apprenticeship readiness programs

Community Engagement

MetWorks

- March 2024 hosted largest in-person conference in Carson
- Focused Outreach on Pure Water Project

Launched the MetWorks Bench

- Increase visibility and connections between large and small firms
- Mentor/Protégé Program
- Focused matchmaking events



MetWorks

Community Engagement



Community Engagement

Awards and Recognition

- Regional Hispanic Chamber of Commerce
 - Jeannette Correa – Woman Advocate of the Year
- Greater Los Angeles African American Chamber
 - Utility of the Year Award
- Hispanic Small Business Coalition
 - Public Sector Leader of the Year
- Asian Business Association of Orange County
 - Supplier Diversity Advocate of the Year

Strategic Initiative

Equity in Infrastructure Pledge

- Increase access and reduce barriers for Historically Underutilized Businesses
- Improve workforce opportunities for underserved communities

Updates

- Hosted listening session with Diversity business leaders
- Increased outreach to DBE firms
 - \$4.5m awarded to DBE firms
- Launched the CA EIP Working Group

Strategic Initiative

CA EIP Highlights

- MWD Hosted the inaugural California Plan meeting on January 22, 2024
- Topics covered included sharing of best practices, reciprocal certification, and an overarching need to create better communication about outcomes around EIP

CA EIP Partners



Strategic Initiative

Project Labor Agreement

- Unique core employee flexibility for non-union SBEs/DVBEs with 25 or less employees
- Additional resources through the PLA administration team to support SBEs and DVBEs with PLA training and education

Contractor Academy

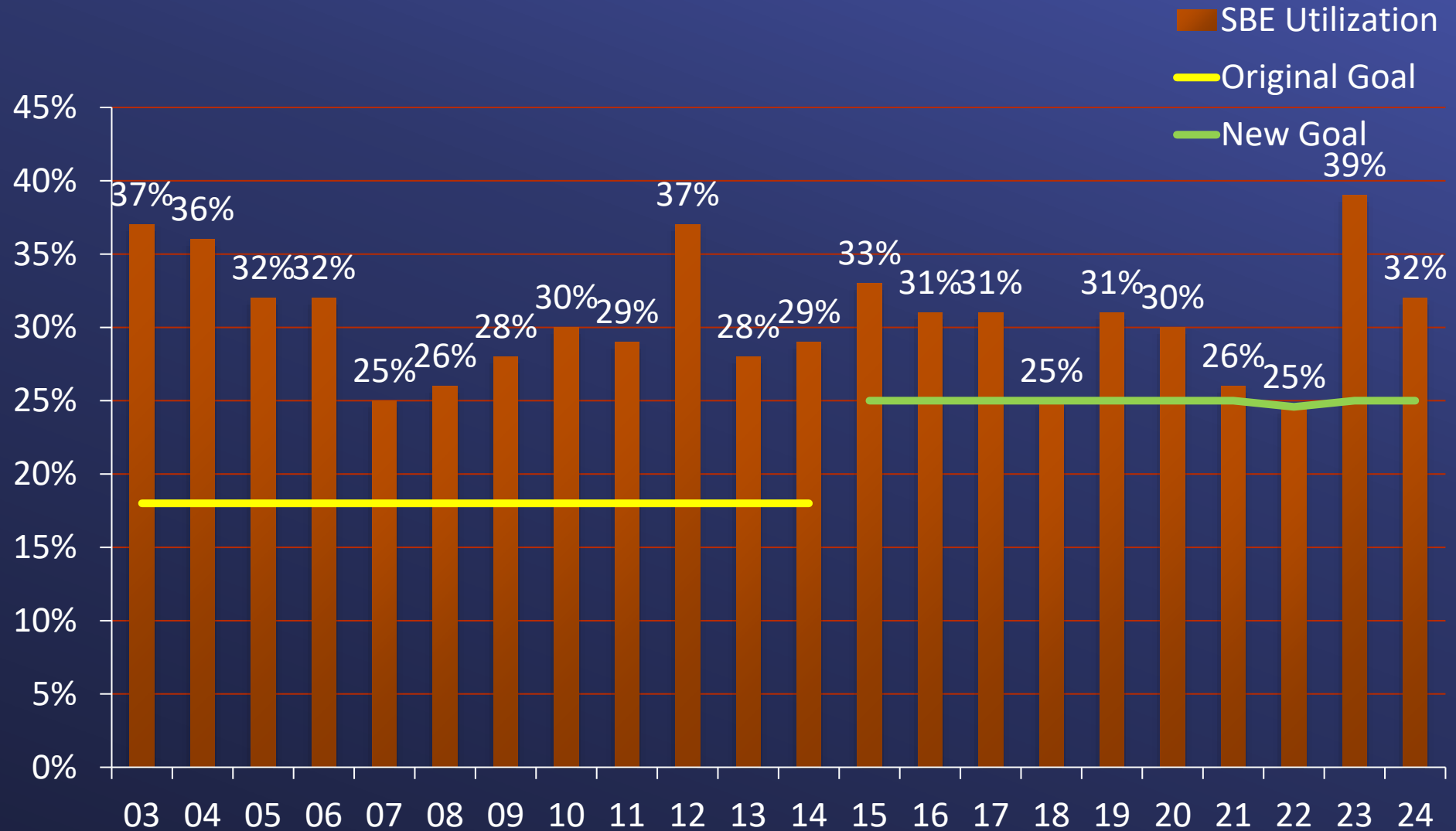
- Four week In-Person training
- Partnership with SBDC Networks
- Overview of Bonding, Labor Compliance and PLA Overview

Contract Awards

Small & Disabled Veteran-Owned Businesses

- 2023-24 total contract dollars awarded to small business
 - Achieved 32 percent or \$93m
 - Direct Awards: \$45m
 - Subcontracting Awards: \$49m
- \$5.3k awarded to DVBES

Total SBE Utilization





DEI DIVERSITY
EQUITY &
INCLUSION

Equity, Inclusion and Affordability Committee

Focus on Disability Inclusion

Item 6d
September 24, 2024

Diversity, Equity & Inclusion Strategic Roadmap for Disability Inclusion

Goal	Action Taken	Work Outstanding	Next Milestone/Update
Data Informed Insight	Pursued data informed insight on current status of Individuals with disabilities at Metropolitan; data presented at May 2024 EIA meeting	Outreach efforts and continued partnership with HR/EEO Office to enhance our hiring and recruitment for Individuals with Disabilities	Currently examining outreach efforts under new DEI Workforce Development Manager
Culture Change - Civil & Inclusive Workplace Training	Intentionally built in scenarios with Civil & Inclusive Workplace Training to address microaggressions and workplace dynamics that affect Individuals with Disabilities	Rollout of training to 1,800 employees; effective communications crafted and materials for reinforcement	14 Managers sessions are planned starting with a kickoff on 9/17
Best Practices in Disability Inclusion	Partnership with HR to ensure compliance with ADA/FEHA; bringing in CEO of Disability:IN Jill Houghton for Board conversation	Pursuing disability inclusion holistically and strategically as opposed to initiatives-based approach	Partnership with VOICE to rebuild trust and collectively engage in best practices, including Disability Equality Index
Leader Toolkits	Leader Toolkit created to reinforce Values at Met	Consider Manager Toolkit to help managers better support disability accommodations	Additional toolkits to strengthen Manager/Employee relationships
Evolving Approach and Continuous Improvement	Continue to partner with VOICE and engage with resources to inform best practices in disability inclusion; continued efforts around Met culture	Plan for '24-'25 fiscal year	Plan for '24-'25 fiscal year



 /DisabilityIN

 @DisabilityIN

 @DisabilityIN

 @Disability:IN

 DisabilityIN.org



Disability:IN is the leading nonprofit resource for business disability inclusion worldwide. We empower business to achieve disability inclusion and equality.

- Network of 550+ corporations
- Invigorate disability initiatives
- Explore best & next practices
- Inspire cultural change
- Realize positive business outcomes



Learn more about [Disability:IN](#)

35

Disability Prevalence

Your Employees & Customers are People with Disabilities



It is estimated that
1.3 billion
people around
the world experience a
significant disability
(World Health Organization)



**27% of
Adults**
in the U.S. have some
type of disability
(Centers for Disease Control)



Research suggests more
than
1 in 5 Adults
in the US live with a
mental illness
(National Institute of Mental Health)

36

Water & Disability: Key Drivers of Sustainable Business



The Sustainability Dimension of Inclusive Workforces

Disability is a sustainability matter

65%

Fortune 500
Companies
Report on
Disability
Inclusion in the
Workforce

10%

Fortune 500
Companies
Report Self
Identified
Workforce
Disability
Percentages

36%

Fortune 500
Companies
Include
Disability in
Supplier
Diversity
Programs

32%

Fortune 500
Companies
Report on
Disability-
focused
Employee
Resource
Groups

6%

Employees at
Fortune 500
Companies Self
Identify
Disability

What does excellence look like?

Accessibility & Inclusion Across Your Enterprise

Culture & Leadership

Demonstrates a sustained, visible cultural commitment to disability inclusion and demonstrate visible leadership commitment to disability inclusion throughout the organization.

Employment Practices

Demonstrates a sustained commitment to benefits, recruitment practices, employment practices, and accommodation practices that fully incorporate and include individuals with disabilities.

Enterprise-Wide Access

Demonstrates a sustained commitment to workplace accessibility, including facilities, technology, and more.

Supplier Diversity

Demonstrates a sustained commitment to supplier diversity practices that fully include and utilize Disability-Owned Business Enterprises (DOBEs), including Service-Disabled Veteran DOBEs and Veteran DOBEs

Community Engagement

Demonstrates a sustained commitment to public-facing engagement practices that celebrate and support individuals with disabilities.

Thank You!

 /disabilityin

 /disabilityin

 /disabilityin

 /company/disability-in



Thank You!
Questions?





Equity, Inclusion, and Affordability Committee

Focus on Disability Inclusion

Item 6d.2

September 24, 2024

Item # 6d.2
Focus on
Disability Inclusion

Subject

Accommodations Process

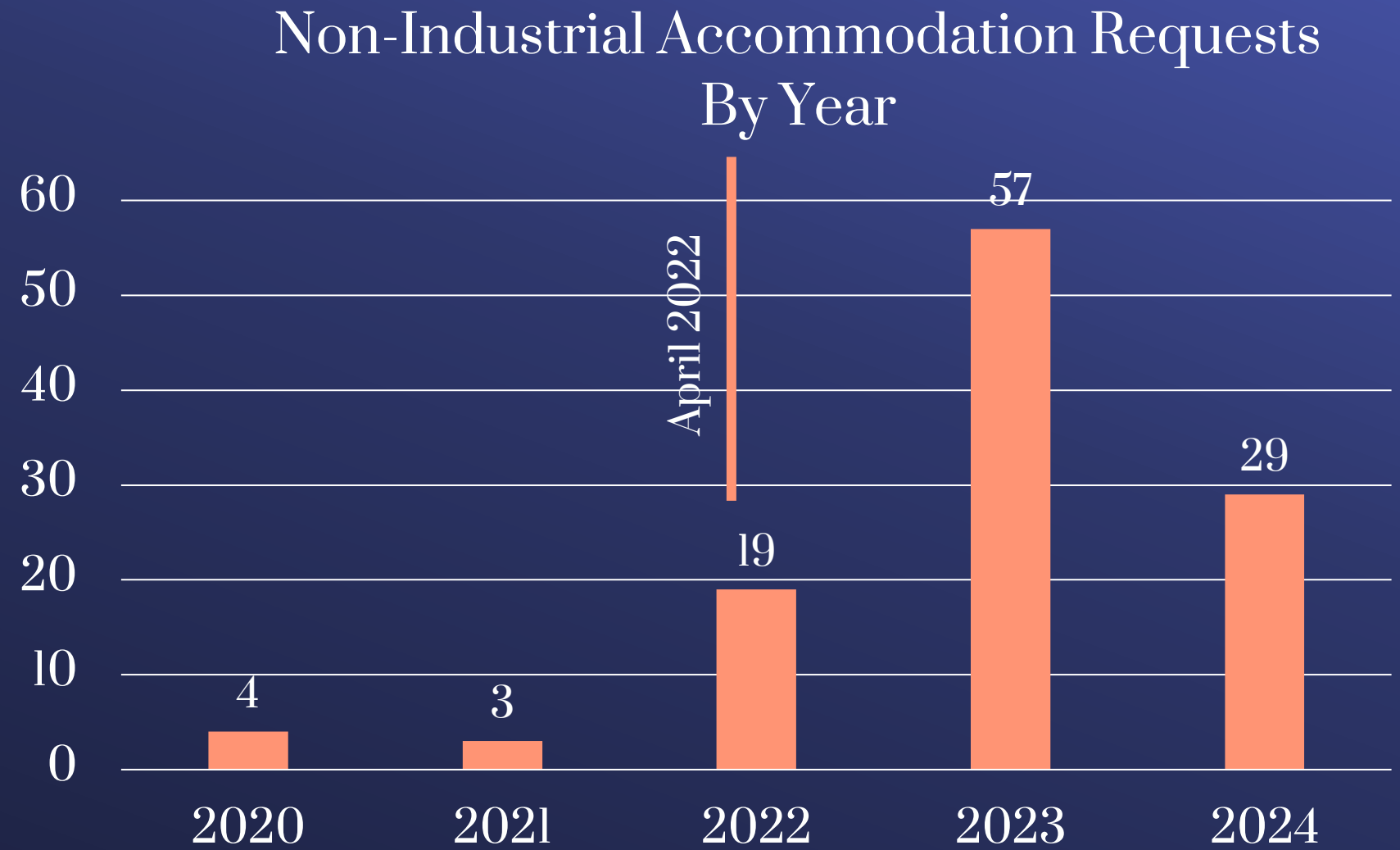
Purpose

Informational Update

Overview

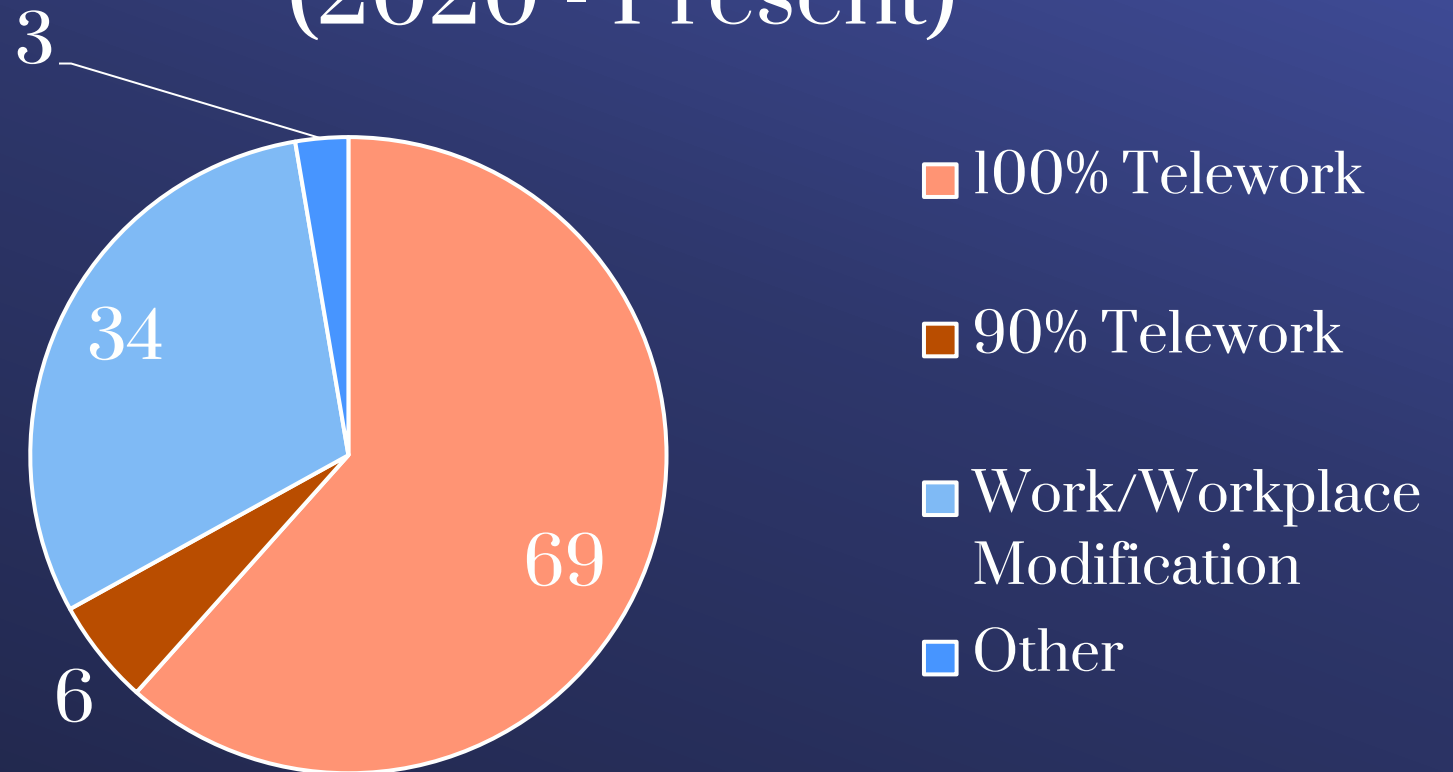
- What is the Accommodations Process?
- What is being done and why?

Then and Now



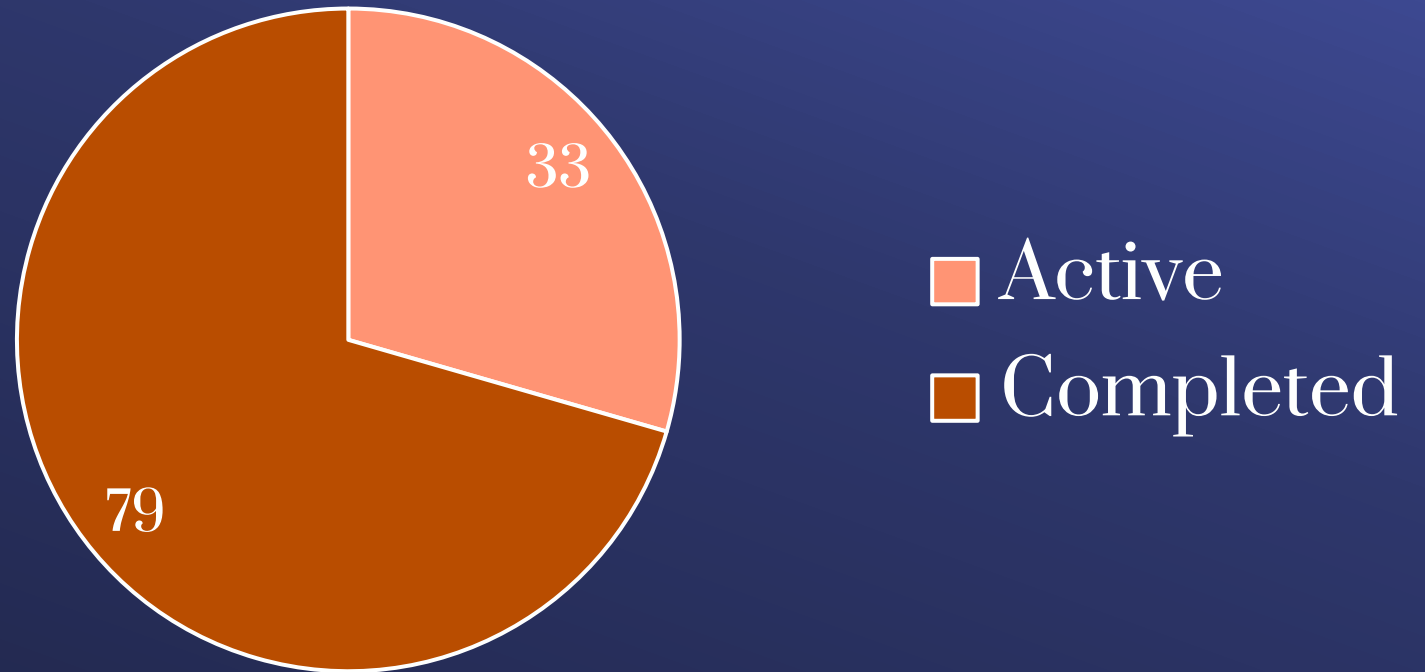
Requests

Non-Industrial Accommodation Requests (2020 - Present)



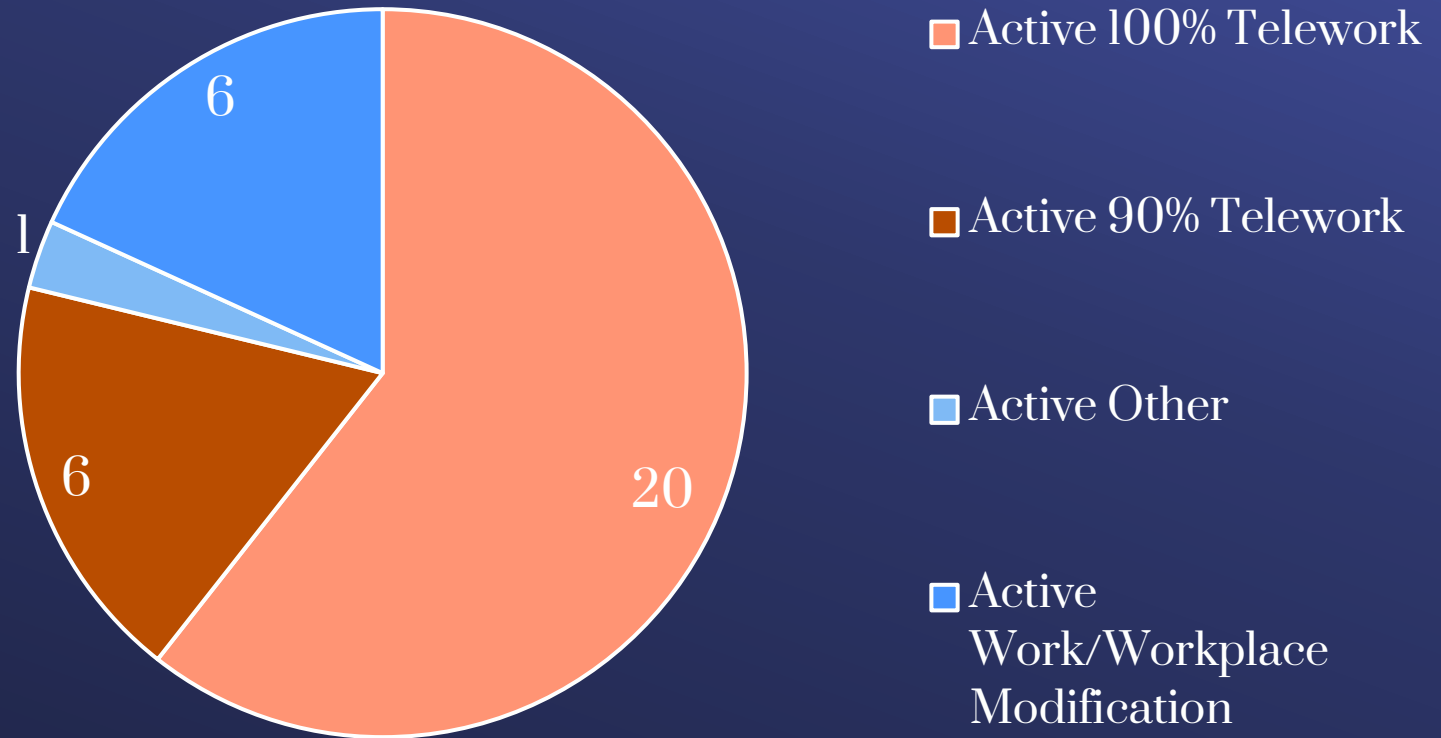
Consistent
Progress

Non-Industrial Accommodation Status (2020 - Present)



Current Requests (Non-Industrial)

Active Requests September 18, 2024



Shaw HR Consulting

- Rachel Shaw: President
- Private Sector & 250+ Public Sector Clients
- Nationwide Authority on ADA Disability Interactive Process





Equity, Inclusion, and Affordability Committee

Focus on Disability Inclusion

Item 6d

September 24, 2024

Metropolitan Water District

ADA/FEHA Disability Compliance :

***The Revised and Realigned Disability Interactive
Process at Met***

Presented by Rachel Shaw

09.24.24

Today's Topics

- Introduction
- Key Goals of MWD's Realigned ADA/FEHA Programming
- The Disability Interactive Process Hallway®
- Q&A



Programming Highlights

Realigned Disability Compliance Program includes:

- Defined and Communicated Process for All Disabled Applicants and Employees
- Consistent Programming
- Updated and Realigned Written Communication & Documentation
 - Letters
 - Medical Questionnaires
 - Meeting Notes
- Enhanced Communication Strategies to Ensure Discussions to Improve Understanding, Collaboration and Outcomes
- Shaw HRC will Collaborate and Mentor Team to Ensure Programming Changes and Improvements are Implemented Successfully

FEHA & ADA

Mandates:

Where employees are eligible, including having a disability under the law:

1. Employers must engage in a Timely Good Faith Interactive Process, and
2. Employers must provide Reasonable Accommodation

Each is a stand-alone statutory obligation

Code Reference: 2 CCR § 11069(c)



Disability Interactive Process Hallway®

Foyer

Discuss with Employee:

- What was the trigger?
- What can they expect?
- What do they need to do?
- What will HR do?
- *Introductory Letter*
- Move down the Hallway



Disability Interactive Process Hallway®

Conducted by Human Resources

Door #1

Gather Data: Obtain Clear Medical Work Restrictions; May determine an Essential Functions Position Analysis® (EFPA®) document needs to be created

Door #2

Research Accommodations: Call/email/discuss with employee and supervisor the restrictions and begin exploring accommodation ideas

Door #3

Schedule Meeting & Prepare: Schedule meeting and invite the right people to attend; confirm attendance in advance; prepare notes for meeting; meet and make decisions

Door #4

Do What You Said You Would Do: After meeting, implement decisions; do what was said would be done

The Hallway: Door #1



What happens at Door #1?

Obtain Necessary Documentation/Information

- **Medical Questionnaire** with: **Key Document**
 - ✓ Serious medical condition impacting work
 - Yes/No answer
 - ✓ Clear work restrictions & duration
 - ✓ Leave needs & duration
- **Essential Functions Position Analysis[®] (EFPA[®])** **Key Document**
 - Understand and document the Essential Functions of the job description/classification and the particular assignment

The Hallway: Door #2



Engage, Interact and Explore Together

Key Conversation

- Share information received back at Door # 1
- Ensure that employee and employer understand how the clarification at Door # 1 is being interpreted so that additional clarification can be obtained if there is a substantive difference
- Seek employee ideas on accommodations to overcome/accommodate restrictions clarified at Door # 1
 - **Research ideas of employee, department or organization before interactive process meeting**
- Consult with professionals in the field for assistance to identify reasonable accommodation options
- No Decisions, but research ideas and options of all parties

Scheduling & Holding the IPM



Door #3

Schedule, Prepare for and Hold an Interactive Process Meeting (IPM) When Long-Term Accommodations are being Explored

- Schedule IPM and Send **Meeting Notice**
– Have the Right People Involved in Decisions
– Prepare and send the meeting notice to all parties
– Call employee to confirm attendance
Key Document
- Hold Interactive Process Meeting and Obtain **Notes**
– Clearly documented decisions for all parties
– Communicate and document next steps to ensure actions agreed to are done timely. This may include implementation of accommodations, the alternative work search process, and retirement exploration.
Key Document

The Hallway: Door #4



Post-Meeting Activities / Close Process Correctly

- Place all documents in the accommodations file to ensure complete record is available.
- Implement Decisions and Agreements made at the interactive process meeting
- Identify Next Steps of the Interactive Process, if any.

Questions

For additional questions contact:
Mark Brower
Mbrower@mwdh2o.com



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

Board Report

Office of Diversity, Equity, and Inclusion

- **Diversity, Equity, and Inclusion Activities for August 2024**

Summary

This reports provides a summary of the Office of Diversity, Equity, and Inclusion group activities for August 2024.

Purpose

Informational

Attachments

Attachment 1 – Office of Diversity, Equity, and Inclusion group activities for August 2024.

Office of Diversity, Equity, and Inclusion

Business Outreach & Community Engagement

On August 2, 2024, Metropolitan staff attended the Regional Hispanic Chamber of Commerce in Long Beach, CA. The workshop, Connecting to Contracts Grow Your Small Business Lunch Series – Billions in Contracting Opportunities. This included a panel discussion from representatives from Los Angeles Metro, Director of Certification and Economic Development, Skanska USA Civil – Project DBE Compliance Coordinator, and Metropolitan along with speed business pitches from our small business communities.



On August 5, 2024, Metropolitan's Business Outreach Manager was invited to participate in a podcast hosted by the Orange County Inland Empire Small Business Development Center, The Profit Talks Podcast, hosted by OC Talks at the University of Irvine Beal Innovation Center. Topics covered included certification requirements, small business incentives, training workshops, and upcoming contracting opportunities in Construction, Procurement, and Consulting services.

On August 7, 2024, Metropolitan staff attended the Asian Business Association of Los Angeles (ABA-LA) Small Business Exchange in Los Angeles, CA. The event included exhibitors showcasing small businesses, pop vendors, and supplier diversity professionals to meet Minority-owned businesses. This event included matchmaking sessions for creating business opportunities while building and strengthening relations with the ABA-LA community.



On August 7-8, 2024, Metropolitan staff attended the MegaMix Expo at the Ontario Convention Center in Ontario, CA.

On August 8, 2024, Metropolitan staff attended the Construction Management Association of America of Southern California Chapter for the Meet the Owners/Primes Event in Long Beach, CA. The event included an exhibition and speed networking with the opportunity for business matchmaking.



On August 9, 2024, Metropolitan staff attended the Building Industry Association of Southern California Water Conference - Responding to Water Extremes in Ontario, CA.

On August 14, 2024, Metropolitan staff attended the CalTrans District 11 – 20 Annual Procurement and Resource Fair in San Diego, CA.



On August 20, 2024, Metropolitan staff attended the Construction Management Association of America (CMAA) – Southern California Diversity, Equity, Inclusion, & Belonging Committee Fireside Chat Series Black Panel in Los Angeles, CA.



On August 20, 2024, Metropolitan staff attended the Southern California Minority Supplier Business Development Council: Corporate Roundtable Discussion. The Corporate Roundtable is a platform for fostering relationships among members and tackling supplier diversity challenges. This meeting provided an opportunity to share insights and best practices in supplier diversity, discuss successes and challenges encountered, exchange valuable data and resources, and collaborate on actionable solutions to advance diversity initiatives.

On August 21, 2024, Metropolitan staff attended the Orange County Black Chamber of Commerce Supply Diversity Event for Veterans in Anaheim, CA. The event focused on business opportunities for veterans and disabled veterans.



On August 21-23, 2024, Metropolitan staff attended the California Hispanic Chamber of Commerce (CAHCC) 45th Annual Statewide Business Conference in Bakersfield, CA. Metropolitan participated in workshops, panel presentations, showcase exhibits, and strategic matchmaking appointments.



On August 22, 2024, Metropolitan hosted the Asian Business Association: Los Angeles Small Business Advisory Board Meeting at Metropolitan's Headquarters.



On August 22, 2024, Metropolitan staff attended the Los Angeles Metro Disadvantaged Business Enterprise and Small Business Enterprise (SBE) Certification Workshop at the Los Angeles Metro Headquarters. Metropolitan discussed SBE Certification and Small Business Opportunities.



On August 23, 2024, Metropolitan staff attended the Associated General Contractors of California Chapter: Small Business Construction Expo (SBCX) at the Long Beach Convention Center in Long Beach, CA. The SBCX allows the opportunity for small business entrepreneurs to get direct access to public and government agencies, prime contractors, and specialty trades from across the state.



Workforce Development

On August 14, 2024, DE&I Workforce Development staff attended the Workforce Development Board (WDB) City of Los Angeles quarterly meeting. This meeting includes various WorkSource and YouthSource centers in the City of Los Angeles that provide job training and skill development for underserved and historically excluded communities. Metropolitan and DEI Workforce Development was introduced for possible partnership with these organizations in outreach efforts and to leverage resources to create a Youth Internship Program. The WorkSource and YouthSource centers receive funding to place youth/young adults: 14 years to 24 years and 16 years to 30 years of age with businesses and organizations for job training and skill development. On October 1, 2024, Office of the Governor's California Volunteers will award \$20 million to place youth and young adults in work experience programs.

On August 19, 2024, DEI Workforce Development staff met with PATH, a 501(c)3 Non-Profit Organization. PATH has been in existence for 40 years and has provided supportive services, including street outreach, interim housing, housing placement, employment assistance, mental health care, Veteran services, and substance use treatment linkages to 26,000 individuals each year. PATH serves regions from Los Angeles County, Orange County, San Diego County, Santa Barbara County and Santa Clara County. Our partnership with PATH is to attend their employment staff meetings to provide information about Metropolitan, our job opportunities, application and recruitment process. Employment Staff will in turn deliver information to all the regions they represent and community members they serve.

On August 21st, staff represented Metropolitan and the office of DEI on an employer's panel including the U.S. Secret Service, Goodwill Industries, and Constellis. The event was hosted by the Virtual Veterans Employment Development Department and Region C – San Diego & Imperial County Veteran Employment Services. Topics and advice included employer hiring practices, application processes, agency overview, benefits, and job availability.



Outreach continues to the SkillBridge program at 29 Palms Marine Base with a site visit planned in late September.

The DOD SkillBridge program is an opportunity for service members to gain valuable civilian work experience through specific industry training, apprenticeships, or internships during the last 180 days of service. DOD SkillBridge connects transitioning service members with industry partners in real-world job experiences. Service members can be granted up to 180 days of paid duty to focus solely on training full-time with approved industry partners.

<https://skillbridge.osd.mil/>

Tribal Outreach & Engagement

July 30, 2024-DEI Staff spoke to MCC welding class about careers and apprenticeship program.

August 2, 2024, to Present-DEI Workforce Development staff assisted with Pre-Apprentice outreach recruitment efforts and informed community members of other career paths with Metropolitan.



DEI Staff meets once a week to discuss Workforce Development and continue building partnerships through CRIT Chemehuevi cultural gatherings and language classes. In addition, DEI staff provided Pre-Apprentice applicant follow up and answered questions regarding testing set up and study guide.



August 20, 2024-DEI Workforce Development staff held a meeting with Parker High School Welding instructor/Wave/Skills USA committee member regarding upcoming career Expo with Parker 425 in January 2025. Represented METROPOLITAN as an employee and committee member.

August 22, 2024-DEI staff met with Arizona @ Works career center, Business Service Coordinator Joe Throneberry. Discussed Workforce Development Efforts and meet with Tom Moore for Skills USA and CTE Oversight committee for Parker High School.

August 22, 2024- DEI staff met with Chemehuevi TIPO Director, Ron Escobar, on water careers for tribal members and the MT Charleston camp out.

August 28, 2024- DEI staff is scheduled to meet with CRIT Education to discuss how they can further support members through the application process and assistance with housing.