

# SCCMHA DEI Workgroup

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DEI Action Plan Update Meeting

Wednesday, February 8, 2023

3:00 – 4:30 pm

# Agenda

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1. Review Agenda
2. Review January Decision/Action Log
3. DEI Implementation Plan Update
  - DEI Intermediate Goals (2023)
4. 2023 DEI Training Calendar
  - DEI Facilitation
5. DEI Applicant Questions and Answers Update
6. DEI Workgroup Charter
7. Diversity in Hiring Update
8. Review Decisions and Actions
9. Adjourn

# January Decision and Action Log

<b>Decision/Action</b>	<b>Person(s) Responsible</b>	<b>Timeline</b>	<b>Notify Who?</b>	<b>Status</b>
Register and facilitate staff DEI 101 training.	Val and Paul	Jan 9, 19, 23, 27	DEI Workgroup	Completed
Register and facilitate leadership DEI facilitation training.	Val and Paul	Feb 10, 17; March 17	DEI Workgroup	In progress
Plan for DEI human resources.	Sandra, Fred, Paul	Ongoing	DEI Workgroup	In progress
Finalize draft DEI charter.	Sandra and Kristie	February 2023	DEI Workgroup	Completed
Draft DEI applicant questions/answers.	Monique and Kristie	February 2023	DEI Workgroup	In progress
Create 2023 DEI training calendar (DEI, psychological safety, EIA)	Val and Paul	February 2023	DEI Workgroup	In progress
Explore creation of DEI 101 eLearning module.	Sandra and Paul	February 2023	DEI Workgroup	In progress
Establish annual DEI policy review calendar; utilize DEI lens.	Sandra and Paul	February 2023	DEI Workgroup	In progress
Establish protocol for DEI discussions.	Sandra and Paul	February 2023	DEI Workgroup	
Review DEI 101 eLearning cost proposal.	Sandra and Paul	February 2023	DEI Workgroup	In progress
Determine dates for DEI updates for the board, leadership, staff and community.	Sandra, Tim and Paul	February 2023	DEI Workgroup	

# Final 3-Year DEI Implementation Plan

1

SHORT-TERM  
GOAL: 2022



**Train all supervisors and staff in DEI. Establish an ongoing, coordinated system** for internal assessment, policy review, and quality improvement that aligns with SCCMHA's DEI goals and **engage in employee outreach and education** to maintain awareness of policies, procedures, and practices that advance DEI. **Facilitate ongoing dialogue** to gather insight on the hesitancy of staff to discuss DEI.

2

INTERMEDIATE GOAL: 2022-2023



**Provide funding to establish a DEI diversity officer, board and team** responsible for creating organizational and departmental DEI action plans to be embedded in the organizational strategic plan, by way of an inclusive process, giving equitable voice and power in that process to those who are most impacted by inequity across identities and positions of power within SCCMHA.

3

INTERMEDIATE GOAL: 2022-2023



**Establish DEI Benchmarks, Data Collection and Measurement Protocols** for periodic evaluation and reporting on benchmarks of organizational health and goals related to DEI through the creation of new group and/or the expansion of the role of the DEI workgroup.

4

INTERMEDIATE TO LONG TERM GOAL: 2023-2024



**Update the vision, mission and core values** to align with DEI and **create a values commitment statement** via an organization-wide process that intentionally includes the employees, clients and community members most impacted by inequity to aid in employee, client and community accountability.

5

LONG TERM GOAL 2024



**Build a DEI curriculum for all employees** that maps all DEI training, professional development, support cohorts etc. with clear benchmarks of cultural awareness and application from recruitment and orientation throughout employment **and establish standard DEI practices for managers** including appropriate professional development and training, specifically in the areas of responding to employee feedback, career advancement, pay equity and implicit bias.

We are currently focused on our short- and intermediate-term goal.

# SCCMHA 3-Year DEI Implementation Plan

# SCCMHA DEI Workgroup Members



# DEI Action Plan Implementation



DEI TRAINING  
(CHAR, MONIQUE, VAL)



FUNDING/HUMAN  
RESOURCES  
(FRED, SANDRA)



EMPLOYEE OUTREACH  
(SANDRA)



HIRING PRACTICES  
(KRISTIE, MONIQUE)

# SCCMHA Facilitating Conversations on Diversity, Equity and Inclusion

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Friday February 10, 2023 9:00-12:00 am or 1:30p-4:30p

OR

Friday February 17, 2023 9:00-12:00 am or 1:30p-4:30p

MAKEUP DATE

Friday March 17, 2023 9:00-12:00 am or 1:30p-4:30p

# Facilitating Conversations on Diversity, Equity and Inclusion

## **Course Description**

In this session, participants will learn about psychological safety and how to create psychologically safe spaces to discuss diversity, equity and inclusion. Participants will be exposed to key strategies and techniques to help facilitate conversations on diversity, equity and inclusion. Participants will also have the opportunity to apply learning in small groups using scenarios practice the learned strategies and techniques . There is live instruction, audiovisuals, and break out groups.



# Facilitating Conversations on Diversity, Equity and Inclusion

## Learning Objectives

Upon completion of the training, participants will be able to:

- Create psychologically safe spaces to help facilitate conversations on Diversity, Equity, and Inclusion.
- Discuss strategies for facilitating meaningful conversations on Diversity, Equity, and Inclusion.
- Practice techniques for facilitating conversations on Diversity, Equity, and Inclusion.

# Draft DEI Interview Questions

1. As a staff person, you observe a co-worker working with a transgender male, who provides his chosen name. During this interaction you notice your co-worker continues to call the consumer by their birth name. As a co-worker, how do you address this situation with your co-worker? How do you advocate for the consumer?

For this answer, you would want the applicant to discuss how they would talk with their co-worker about the situation and encourage them to be considerate to differences. They may also suggest training to occur with their co-worker to discuss the LGBTQIA+ community and gender bias. By discussing this concern with your co-worker, you are advocating for the consumer as well, because the co-worker has been made aware of the concern and has an opportunity to provide an improved quality of care to the consumer.

2. How do you see equity being represented in the workplace verse equality?

For this answer, you would want the applicant to explain the difference between equity versus equality. You would want them to provide an example of how equality is ensuring everyone has the same thing, while equity ensure people have what they need to do their job even if it's more than others.

3. Advocacy is a core value at SCCMHA and much of the work done at SCCMHA has to do with advocating for our consumers. How do you see yourself advocating for Diversity, Equity, and Inclusion for our consumers when it comes to providing services?

For this answer, you would want the applicant to discuss ensuring the consumer's voice is heard and they are leading their treatment. The applicant may also suggest ensuring pronouns and chosen names are represented in their documentation for the consumer. The applicant may also state the importance of advocating for self-determination for the consumer to ensure they have equity in their treatment and feel included in their community. The applicant may also discuss the importance of asking consumers if they are comfortable working with them to ensure diversity is present within the consumers treatment team.

# DEI Workgroup Charter

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# Diversity in Hiring

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# Group Agreements

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- Speak for yourself, use "I" statements
- One speaker at a time
- Its OK to disagree, but address problems not people
- Turn to wonder
- Take space, make space
- What's learned here leaves here, what's shared here stays here
- Ask questions
- Stretch yourself, but don't hurt yourself
- Try to be comfortable in the uncomfortable
- Stay on camera if possible

# Key Task #1: Implement 3-Year DEI plan with DEI workgroup and subgroups.

- **Subtask 1.1: Develop and facilitate DEI Leadership Training (1st Quarter; completed).**
- **Subtask 1.2: Develop and facilitate DEI Staff Training (1st Quarter; completed).**
- **Subtask 1.3: Support development implementation of DEI Staff Communications Plan (1st Quarter; in progress).**
- **Subtask 1.4: Develop and facilitate DEI Facilitation Leadership Training (2nd Quarter; in progress).**
- **Subtask 1.5: Produce DEI Climate Assessment Report with Board Chair and CEO (2nd quarter; completed).**
- **Subtask 1.6: Develop and facilitate Equity Impact Assessment (EIA) Training (2nd Quarter; forthcoming).**
- Subtask 1.7: Support development of SCCMHA DEI policies (3rd Quarter).
- Subtask 1.8: Support update of cultural competency training for clinicians (3rd Quarter).
- Subtask 1.9: Support development of SCCMHA recruitment strategy to diversify and fill open positions (3rd Quarter).
- Subtask 1.10: Produce annual DEI Activity Report (4th Quarter).
- Subtask 1.11: Recruit and hire DEI Officer (4th Quarter).

Key Task #2:  
Staff, board, and  
community  
presentations and  
updates to report  
progress on  
implementation.





Key Task #3: Project management to ensure project is delivered on time with quality. Monthly meetings with DEI workgroup and CEO.

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