

Minutes of the

REGULAR MEETING OF THE COMMITTEE OF THE WHOLE

Wednesday, January 6, 2016

Committee Members Present:

Munt, Barber, Elkins, Cunningham, Letofsky, Rodriguez, Reynoso, Duininck, Rummel, Melander, Chávez, Commers, Wulff, Kramer, Dorfman

CALL TO ORDER

A quorum being present, Chair Duininck called the regular meeting of the Council's Committee of the Whole to order at 4:03PM on Wednesday, January 6, 2016.

APPROVAL OF AGENDA AND MINUTES

It was moved by Rummel, seconded by Letofsky to approve the agenda. Motion carried.

It was moved by Rummel, seconded by Reynoso to approve the minutes of the October 7, 2015 regular meeting of the Committee of the Whole. Motion carried.

BUSINESS

Governor Dayton's Diversity and Inclusion Initiative

Shawntera Hardy, Deputy Chief of Staff to Governor Dayton, gave a presentation on the State of Minnesota's Diversity and Inclusion Council work. The Diversity and Inclusion Council (Council) was established by Governor Dayton on January 20, 2015 upon the signing of executive order 15-02. The goal of the Council is to ensure that all Minnesotans have equitable opportunities to work for their state government, to do business with the state, and to participate fully in the development of policy within our democracy. The Council is charged with providing periodic reports on its activities to the Governor and the Legislature. The first report was submitted on July 1, 2015. The next report is due on January 1, 2016 and then on an annual basis going forward. The Council was created to act as a toolbox for the entire administration to improve its employment, contracting, and engagement practices specifically with underrepresented communities, and to embed inclusion into the State's culture. Governor Dayton serves as the Chair of the Council. The Council is comprised of commissioners and chairs of the following agencies and entities: Administration, Education, Employment and Economic Development, Health, Human Rights, Management and Budget, Metropolitan Council, Transportation, MNSCU, and the University of Minnesota. The Council includes three committees: Employment Practices (Chaired by MMB Commissioner Frans), Contracting Practices (Chaired by Dept. of Admin. Commissioner Massman), and Civic Engagement Practices (Chaired by MDHR Commissioner Lindsey). The committee membership includes agency leadership, healthcare companies, advocacy organizations, ethnic organizations, foundations, small business owners, chamber members, and workforce center employees. Chair Duininck, Wanda Kirkpatrick, and other key staff serve as representatives of the Metropolitan Council. The 2016 overall work plan includes developing a long-term strategy for the work and identifying clear metrics to measure the state's progress and individual agencies' progress in workforce diversity, contract supplier diversity, and ability to effectively engage with underrepresented communities. The Council will also work closely with the Cabinet to develop a communications strategy so that they're able to communicate their work internally and externally.

Metropolitan Council Workforce Diversity Initiative

Marcy Syman gave a presentation on the Council's demographics and strategy for building workforce diversity. Upcoming staff retirements present an

opportunity to diversify Council employees and build stronger teams. Increased diversity and employee engagement translates into creativity, innovation, and effective decision-making. Over the past four years, the Council has increased the number of employees of color by 3.6%. Governor Dayton has set a goal for state agencies to be 20% diverse by 2018. As an organization, we have long past met that goal, however, we still have an opportunity to improve in Regional Administration and Environmental Services. Syman provided graphs illustrating the percentages of male and female employees in the Council over the past several years, as well as the managers and non-managers by race and ethnicity. In 2015, Council staff attended 87 events hosted by our diverse partner network, reaching 4,724 people between July-December. The selection process at the Council continues to focus on job-related criteria and hiring the most qualified person for the job, however, steps can be taken throughout the recruitment and selection process to build diversity in the applicant pool. A new mentorship program is being created for all Council employees to build an inclusive culture, and support, engage, and mentor all employees. Metro Transit and HR started the Leadership Academy in 2008; Metro Transit has promoted 12 individuals who were part of the pilot. The purpose is to provide supervisory training and experience to first line employees so they qualify to compete for first line supervisor positions. HR is inviting hiring managers to join them at outreach events and job fairs with communities of color, review minimum qualifications with HR to ensure requirements are essential to the position, screen for skills and experience required in a multi-cultural work environment by including related supplemental questions on the applications, include a larger number of candidates in oral exams in order to allow for qualified protected class candidates to interview, and to include panel members of color or community members who are impacted by the position to build a sense of equity during the interview process.

Metropolitan Council Underutilized Business (MCUB) Expansion Proposal

Wanda Kirkpatrick and Luis Morales provided an update on the MCUB expansion proposal. The goal of the MCUB expansion is to create a more robust small business program that supports and is aligned with Thrive MSP 2040 principles and outcomes, as well as Governor Dayton's executive order 15-02. Recommendations include increasing subcontracting opportunities, facilitating opportunities to do business directly with the Council, providing more resources and outreach, and investing in technical enhancements. MCUB goals will be applied to more activities, such as design (architectural and engineering) and professional/technical services. We will increase business with MCUBs by targeting solicitations, setting division-specific MCUB benchmarks, and improving how we track MCUB business inclusion efforts. The MCUB directory interface will be improved. We are going to explore providing enhanced access to procurement plans and proposals for MCUBs, and enhance the data tracking on Council usage of MCUBs. The Office of Equal Opportunity and the Procurement department will need additional staff to meet these goals.

ADJOURNMENT

Business completed, the meeting adjourned at 6:17PM.

Emily Getty
Recording Secretary