



# Santa Clara Valley Water District

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**File No.:** 18-0392

**Agenda Date:** 5/22/2018

**Item No.:** \*4.4.

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## BOARD AGENDA MEMORANDUM

### **SUBJECT:**

Proposed Scope of Work for the Diversity and Inclusion Ad Hoc Committee.

### **RECOMMENDATION:**

Consider and approve the proposed scope of work for the Diversity and Inclusion (D&I) Ad Hoc Committee, which includes:

- A. Review the District's recruitment process with specific emphasis on the selection of interview panels;
- B. Review nepotism and conflict of interest policies and practices, and consider enhancements;
- C. Address the Board's concern regarding the lack of meaningful reports to understand the effectiveness of District's D&I Program by studying and recommending for the Board's consideration effective tools, including reports, benchmark data, and performance measures; and
- D. Evaluate options for more robust internship programs.

### **SUMMARY:**

The Board's Committees were established to prepare policy alternatives and provide comment on activities in the implementation of the District's mission for the District's Board consideration. When requested by the Board, Board Committees may help the Board produce the link between the District and the public through sharing information with the communities they represent.

In keeping with the Board's broader focus, Board Committees will not direct the implementation of District programs and projects, other than to receive information and provide comment and recommendations for the Board's consideration.

### **BACKGROUND:**

At the D&I Ad Hoc Committee's meeting on April 23, 2018, the Committee discussed having the Board consider the D&I Ad Hoc Committee's proposed scope of work so that the D&I Ad Hoc Committee could complete work in a timely manner.

### **FINANCIAL IMPACT:**

The Office of the Clerk of the Board has budgeted funds to support the business meetings of the

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Board's Advisory Committees for Fiscal Year 2017-2018.

**CEQA:**

The recommended action is a ministerial action and thus is not subject to the requirements of CEQA.

**ATTACHMENTS:**

None.

**UNCLASSIFIED MANAGER:**

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