

Diversity Advisory Council Meeting Notes

May 16, 2023

Attending from the council:

Susan Badger-Jones, special projects consultant
Terrance Harris, Oregon State University
Indika Sugathadasa, PDX HIVE
Dolores Martinez, EUVALCREE
Rhea Standing Rock, Sunlight Solar
Christopher Banks, Urban League of Portland
Anna Kim, Oregon Public Utility Commission
Ezell Watson, Oregon Public Utility Commission

Attending from Energy Trust:

Michael Colgrove
Emily Findley
Elaine Dado
Elizabeth Fox
Bayo Ware
Renita Lamberth
Isaiah Kamrar
Alex Novie
Andi Nix
Cory Hertog
Tracy Scott
Michael Fritz
Hannah Cruz
Abby Spegman
Mana Haeri
Kathleen Belkhatat
Kate Wellington

Kenji Spielman
Themba Mutepfa
Steve Lacey
Sue Fletcher
Ashley Bartels
Jeni Hall
Kirstin Pinit
Gina Saraswati
Sletsy Dlamini
Mia Deonate
Laura Schaefer
Amanda Thompson
Sloan Schang
Taylor Ford
Debbie Menashe
Amanda Zuniga
Alexis Brunelle

Others attending:

Henry Lorenzen, Energy Trust board
Jessica Dover, AlmaLuna Language
Services
Angel Swanson, Beira Consulting
Ivonne Saed, Saedgraphic

Guillermo Castillo, Small Business Utility
Advocates
Jenny Sorich, CLEARResult
Alder Miller, CLEARResult

1. Welcome and Introductions

Mike Colgrove, executive director, convened the meeting at 3:02 p.m. The agenda, notes and presentation materials are available on Energy Trust's website at <https://www.energytrust.org/about/public-meetings/diversity-advisory-council-meetings/>.

Mike Colgrove reviewed protocols for available language interpretation services in English and Spanish and directed attendees to select the language they feel most comfortable using. Mike led a round of introductions among the council members and attendees representing Oregon Public Utility Commission and Energy Trust's board of directors.

2. June and July Social Engagement Update

Topic summary

Mike Colgrove provided an update about an upcoming social opportunity for members of all three advisory councils. Time is reserved for this event on June 28 during lunchtime at or near Energy Trust's downtown office. The event is an informal opportunity for council members to build connections with each other. On July 12, Diversity Advisory Council members are invited to join Energy Trust's board of directors for an informal lunch, also in downtown Portland, following a deep dive engagement to provide input on focus areas for Energy Trust in 2024.

Discussion

No discussion.

Next steps

Council members who are attending either of these events from out of town can work with Elizabeth Fox or Elaine Dado for support with travel and lodging expenses and logistics.

3. Diversity, Equity and Inclusion Metrics for 2023 Process Discussion

Renewables project manager, Bayo Ware and Mike Colgrove, led a discussion on the 2023 metrics included in Energy Trust's current Diversity, Equity and Inclusion plan, including background on how the metrics were developed. In 2022, staff hosted seven community engagements to gather input to narrow down a longer list of proposed diversity, equity and inclusion metrics. Energy Trust aims to begin reporting on the final metrics starting in second quarter of 2023. Bayo Ware explained that these metrics are expected to evolve and improve over time based on learnings, with the objective of continuous improvement rather than perfection. Mike Colgrove provided additional background on how the metrics were envisioned through the current DEI plan to support an overall community engagement focus to better inform program development.

Considerations in selecting the metrics included overlap with new equity metrics from Oregon Public Utility Commission, feedback from stakeholders and community members and reporting feasibility. Proposed metrics that were deemed not reportable were eliminated from the list but may be reconsidered in the future once reporting barriers are addressed. Some of these barriers include not having an existing reliable data source, such as demographic data, and lack of consistent definitions for terms like rural.

Staff are now assessing the remaining proposed metrics with the goal of selecting five to move forward with. Those five metrics will be proposed to Energy Trust's internal diversity, equity and inclusion committee, then tracking will begin once final.

Discussion

The council expressed appreciation for the effort to define rural, which is challenging, noting that Energy Trust's most recent customer insights survey couldn't break that out (Susan Badger-Jones).

The council asked when the release date for the first progress report would be, and how accountability will be measured (Christopher Banks). Staff answered that the report would be available in August, and public reporting is one of the ways we are demonstrating accountability. The report will contain information about what is working, where there are challenges, what to improve on and transparently show what Energy Trust can and cannot do. Another component of reporting under discussion is supplementing the metrics with anecdotal stories and examples of lessons learned.

Mike Colgrove added that the diversity, equity and inclusion plan itself is published on Energy Trust's website and contains information about community engagement activity undertaken each year to increase equity in programs and services. An additional layer of accountability is with groups the organization has engaged in the past, sharing back how their feedback was used and continuing the engagement if appropriate. There is also potential to implement surveys to measure the value of engagement and partnerships with Energy Trust and other organizations.

An attendee asked about the timing of the goals in relation to the budget process and overall calendar year and when goals for 2024 may be selected (Anna Kim). Staff answered that the selection process for 2023 metrics is still underway and following that the group will begin identifying improvements for 2024. It's expected for some 2023 metrics to be repeated in future years as longer-term efforts. Staff noted there is a difference between a metric and a target, so the organization could keep the same metric with different time-bound targets from year to year.

A council member offered to provide accountability suggestions, stating it will be valuable to seek perspective from outside diversity leaders. When measuring targets, Energy Trust should consider the reflection it has inside and outside the organization. Although this discussion has happened multiple times in the past, there is still a learning curve (Terrance Harris).

A council member expressed appreciation for the overall process (Christopher Banks).

Next steps

Staff will come back to the council to present the final 2023 metrics once they are adopted.

4. Diversity, Equity and Inclusion Skills Matrix Work Session

Topic summary

Mike Colgrove led an exercise to review and evaluate a prospective skills matrix to use in recruiting new council members, inviting input on potential desired attributes and demographics listed. The skills matrix can be used as a blueprint for the council to determine where gaps exist and select new members to create a well-rounded group with diverse representation. However, it is meant to be used as a guide and it is up to the council to determine how much weight to place on the tool.

The matrix was created by the foundational Diversity Advisory Council as part of envisioning what the council would look like, and it is divided into categories including skills and knowledge, relationships, career types, gender, geographic location, housing type, race and ethnicity. Council members were asked to provide suggestions on what may be missing and if anything should be removed.

Discussion

The council asked if there was a way to weight the attributes and whether the career attribute related to the candidate's current job or their larger career experience (Susan Badger-Jones).

Staff said that weighting was not used in the skills matrices for Energy Trust's other advisory councils, but typically the gaps have been fairly obvious in those cases, so it was not needed. Staff stated that an initial gap analysis would likely reveal a few areas to add to the council's profile, which could then be

weighted to decide what to prioritize. For example, geographic location is one aspect likely to be rated higher.

Mike Colgrove responded to the question about career experience stating that the career categories are not mutually exclusive, so a candidate could indicate more than one type of experience. Council members were asked if there was preference to know about the role a candidate has the most experience in, or their cumulative experience.

The council said it would be nice to know their cumulative experience and provide an option to share specific employers (Christopher Banks). An attendee said since there would be varying degrees of tenure and experience within the categories, it might be useful to capture more specific detail such as years of experience (Anna Kim).

A council member commented that there should also be room to recognize candidates who are newer in their careers but have value through other qualities like passion and an innovative mindset (Susan Badger-Jones). The council suggested that Energy Trust could offer training or onboard for this type of candidate to get them up to speed on the utility regulation environment so they have enough context to fully support the council's mission (Ezell Watson).

Mike Colgrove asked the two newest council members if there was anything they wished they had been asked during the application process that wasn't addressed. A council member said that in fact the application process made them realize how much valuable experience they had and helped pinpoint areas of expertise, so there was not anything to add from their perspective (Rhea Standing Rock).

Mike Colgrove suggested the council could begin by asking about trade experience, as that is an important element of Energy Trust's diversity, equity and inclusion strategy. Council members agreed that was a great idea, and perhaps workforce development could also be added as a skill (Anna Kim).

The council asked if prospective candidates needed to have ties to the energy field (Terrance Harris). Staff said it would be ideal for some members to have those connections, but it is not a requirement for the council.

Next steps

Mike Colgrove proposed that each council member fill out the current matrix as an exercise to reflect on their understanding of different types of experience. There will be a final conversation at the July meeting to finalize the matrix before moving ahead with future recruitment. Mike Colgrove will adjust the skills matrix based on members feedback and share the updated version for future recruitment.

5. Adjournment

Mike Colgrove provided an update from a previous council meeting that topics of interest for future meetings have been identified based on members' feedback. Topics include hearing from staff about how Energy Trust supports trade allies, having outreach staff discuss work with community-based organizations and a presentation from a new group focused on communities and new initiatives.

The meeting adjourned at 11:32 a.m. The next Diversity Advisory Council meeting is scheduled for Tuesday, May 16, 2023. <https://www.energytrust.org/about/public-meetings/diversity-advisory-council-meetings/>.