

Diversity Advisory Council Meeting Notes

April 14, 2020

Attending from the council:

Charity Fain, Community Energy Project
Dolores Martinez, EUVALCREE
Indika Sugathadasa, PDX HIVE
Kaeti Namba, Native American Youth and
Family Center
Kheoshi Owens, Empress Rules

Oswaldo Bernal, OBL Media
Shane Davis, City of Portland
Sherry Tran, Bend small business owner
Susan Badger-Jones, special projects
consultant
Vero Silva, Rogue Climate

Attending from Energy Trust:

Amber Cole
Cheryle Easton
Debbie Goldberg Menashe
Hannah Cruz

Julianne Thacher
Sue Fletcher
Tyrone Henry
Wendy Bredemeyer

Others attending:

Angel Swanson, ICF
Anna Kim, Oregon Public Utilities
Commission
Dany Kahumoku, ICF
Heather Moline, NW Energy Coalition

Mark Kendall, Energy Trust board
Ruchi Sadhir, Oregon Department of
Energy
Shelley Beaulieu, TRC

1. Welcome and Ice Breaker

Tyrone Henry, Energy Trust's diversity, equity and inclusion lead, convened the meeting at 9:10 a.m. The meeting was held online via Zoom. The agenda, notes and presentation materials are available at Energy Trust's website at <https://www.energytrust.org/about/public-meetings/diversity-advisory-council-meetings/>.

Tyrone Henry led a discussion on how council members and staff are coping with the COVID-19 pandemic and Oregon's stay-at-home order. Council members described their experiences, including ways in which they have been directly impacted by the virus.

2. Review DAC Agenda Topic Survey Results

Topic summary

Tyrone Henry discussed results of a recent survey in which council members were asked to rank agenda topics they want to discuss in the coming months. The top areas of interest were reviewing the council charter and ground rules; connecting with Energy Trust's internal diversity, equity and inclusion committee and clarifying the two groups' roles; reviewing Energy Trust's culture and human resources initiatives around diversity and recruiting; and connecting council members with the board of directors, the Renewable Energy Advisory Council and the Conservation Advisory Council.

Discussion

Members discussed grouping related topic areas and ways to decide which council members should take on each one (Susan Badger-Jones and Kheoshi Owens). Mark Kendall said he would check if there were other topic areas in a previous discussion that didn't make this list.

Next steps

Tyrone Henry will set up a way for council members to connect with the internal diversity, equity and inclusion committee. He will also send council members the charter and ground rules for review and ask which members want to work on which topic areas.

3. Review List of Community-based Organizations Energy Trust Currently Works with and Supports*Topic summary*

Sue Fletcher, Energy Trust's communications and customer service senior manager, provided background on Energy Trust's goal of increasing market awareness and understanding of underserved populations through engagement and deepening relationships with up to 50 community-based organizations by the end of 2020. These relationships will provide a trustworthy path to reach customers and promote trust in Energy Trust's work. Energy Trust has a list of organizations it is working with to track progress on this goal.

Sue Fletcher said partnerships can take many forms, including volunteering at and sponsoring events, providing training, serving on boards, marketing partnership and promoting and delivering incentive offers.

Sue Fletcher said so far, staff has learned managing relationships and learning from them takes time and dedicated effort. Education for customers is an area of interest and Energy Trust can offer expertise. There is also interest in funding opportunities.

Discussion

Council members asked how relationship ownership is being handled and how council members can help staff advancing these relationships (Susan Badger-Jones). Sue Fletcher said there has been training on the role and commitment of relationship manager(s) and ways to track engagement and that staff would welcome insight from council members on partner organizations. Members also asked about the demographics of the communities served by these organizations and what if any groups aren't yet being reached (Kheoshi Owens). Sue Fletcher said at the start of this process, she looked to see if the organizations represent rural people, low-income people and people of color, and that this would be a good time to redo that evaluation.

Next steps

Staff will look for feedback from council members on which groups staff should be in touch with.

4. Update on Energy Trust Board Governance Review by Synergy Consultants, Inc.*Topic summary*

Debbie Goldberg Menashe, Energy Trust's director of legal and human resources, explained Energy Trust's board of directors hired Synergy Consultants, Inc. in 2019 to evaluate the organization and make recommendations on its board governance and operations. The recommendations, which were delivered to the board in December 2019, included working with the Diversity Advisory Council to determine what diversity, equity and inclusion means to the board and how to best reaffirm its commitment to these principles. Another recommendation was to develop ongoing diversity, equity and inclusion training for board members.

Discussion

Council members asked if newly appointed board members represent diverse groups (Kheoshi Owens). Debbie Goldberg Menashe said while the two new members are both white, they were selected using a more inclusive process than previously used by the board. Mark Kendall noted

there is talk of term limits and other structural changes that would support diversity on the board and in the organization.

Members asked about attending the board's strategic planning committee meeting (Susan Badger-Jones) to hear more about potential changes. Debbie Goldberg Menashe said those meetings aren't public but that this topic will be discussed at the board's May meeting, which is a public meeting. She suggested there are other ways to engage council members in this process and keep them updated.

Members asked if the strategic planning committee is using an equity lens in this process (Kheoshi Owens). Staff said yes.

Next steps

Staff and the board will engage council members on the recommendations and potential changes.

5. DEI Committee Revised Charter Update

Topic summary

Tyrone Henry explained an internal diversity, equity and inclusion committee comprising 14 staff members meets about once a month. He is working to get more people of color on that committee by reaching out to employees of Energy Trust's program management contractors and program delivery contractors.

Discussion

Council members asked about racial and gender breakdown of that committee and potential new members (Kheoshi Owens). There are currently two people of color on the committee, which is about half male and half female; Tyrone Henry said he has three men of color he wants to see join. Kheoshi Owens recommended including black and indigenous women in particular and that this was a good opportunity for new leadership.

Mark Kendall asked about a timeline for these changes. Tyrone Henry said it depends on approval from the executive team.

Next steps

Tyrone Henry will provide an update to the council.

6. Announcements

Mark Kendall said he has a draft code of conduct he will send to the board's policy committee along with a policy on restorative justice to address issues on the board related to diversity, equity and inclusion. He asked to send those to Kheoshi Owens for her thoughts.

Sherry Tran asked if there are council members who serve as representatives to the board, similar to how Mark Kendall and Ruchi Sadhir represent the board at council meetings. Debbie Goldberg Menashe said all council members can attend board meetings, which will be available on Zoom from now on.

Mark Kendall encouraged council members to engage with the board. While he is the board's liaison, members should feel free to clarify his remarks at board meetings and have more direct influence there.

Kheoshi Owens asked about policies around “Zoom bombing,” which is when someone disrupts a Zoom meeting. Debbie Goldberg Menashe said these are public meetings, but that Energy Trust uses Zoom settings and other precautions to manage participation. Kheoshi Owens asked what would happen if a meeting was disrupted. Debbie Goldberg Menashe said the host can mute the person and remove them from the meeting.

Tyrone Henry announced that Sherry Tran has volunteered to serve on the selection committee for the request for proposals for Energy Trust’s Existing Buildings program and commercial and industrial lighting offers. Kheoshi Owens also expressed interest in serving on that committee.

7. Public Comment

Dany Kahumoku and Angel Swanson of ICF, an Energy Trust contractor, thanked the council members for their work and described how policies affect ICF’s implementation of Energy Trust’s programs.

8. Adjournment

The meeting adjourned at 11:34 a.m. The next public meeting is scheduled for July 28, 2020.