



2019-2024 Racial Equity Action Plan

Result Statement for All Outcomes: Racial equity and immigrant inclusion is prioritized in the policies and practices of Contra Costa County to ensure all people in the County are healthy, resilient and experience economic wellbeing.

1. Outcome Statement: Contra Costa County employees and elected officials understand and are committed to achieving racial equity and immigrant inclusion.					
Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure	Progress report
Race/ethnicity of County	A. Contra Costa County employees and elected officials understand and are committed to developing and maintaining the County infrastructure needed to advance and achieve racial equity and immigrant inclusion. <u>1) Establish a Racial Equity Action Leadership (REAL)Team-</u> Establish a racial equity action team consisting of County Government Alliance on Race and Equity (GARE) Cohort members, supported by leadership and with leadership representation, which is responsible for the development of an organization-wide draft Racial Equity Action Plan (REAP) using the GARE-provided template. The REAL Team will evolve into a cross-departmental networking group to share best practices, equity-related information and experiences. <u>2) Adopt a Racial Equity Action Plan (REAP)</u> a) Prepare a final draft REAP and distribute to the public and community organizations for input. b) Conduct community engagement on draft REAP; ensure language accessibility. c) The Board of Supervisors (BOS) adopts and maintains a Racial Equity Action Plan that has been developed by the REAL team, vetted by department heads and the County Administrator’s Office, reviewed and informed by the community, and finalized by the Equity & Inclusion Office(r).	1) 2018 to present	1) Office of Reentry and Justice (ORJ)	1) The REAL team is established and conducts regular meetings to achieve its goals.	1) Draft REAP to the Public Protection Committee Dec. 2, 2019.
Life expectancy					
Number of insured		2) a) Nov. 2016 to Nov. 2019	2) a) REAL team and ORJ	2) a) A draft REAP is accepted by the BOS on its Dec.17, 2019 agenda.	2) Report to BOS or BOS Subcommittee on results of community engagement process.
Infant mortality rate					
Violent deaths		b) Jan. to July 1, 2021	b) ORJ or Equity & Inclusion Office(r)	b) Community input is received on the draft REAP in multiple languages.	
Median earnings					
Distribution of wealth		c) July 1, 2021 final REAP adoption by BOS.	c) Board of Supervisors and Equity & Inclusion Office(r)	c) A Racial Equity Action Plan is adopted by the Board of Supervisors.	
Housing, home ownership and homelessness					
Housing burden					
Market rent					
Affordable housing production					
Extreme commuting					
Neighborhood opportunity					

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Business ownership	d) Incorporate racial equity and immigrant inclusion outcomes and actions into departmental strategic plans (ex: HSD 2020), equity plans and General Plan Update.	d) FY2020-2024	d) County Departments	d) Racial equity and immigrant are incorporated into at least three departmental strategic plans and GP Update.	3) Report to BOS or BOS subcommittee
Proportion of adults in household with a college degree or better	<u>3) Establish an Office of Equity & Immigrant Inclusion or Chief Equity & Inclusion Officer (EIO) Position</u> <i>To ensure Immigrant Inclusion, Community Engagement, Language Accessibility in REAP adoption and implementation.</i>	3)	3)	3)	
College readiness		a) FY 2019-20	a) REAL team	a) Secured funding for at least one FTE by FY 2020-21.	
Educational attainment		b) FY 2019-20	b) REAL team	b) & c) Number of	
Police use of force		c) FY 2019-20	c) REAL team	presentations to partners and to the BOS that clarify the needs.	
Disconnected youth		d) Nov. 2019 to Feb. 2020	d) ORJ/EHSD	d) BOS establishes Office(r). Office space procured for FY 2020-2024	
Language accessibility		e) FY 2020-2021	e) ORJ, EHSD, Equity & Inclusion Office(r)	e) Work Plan developed	
Nativity and ancestry		f) FY 2021-2022	f) Equity & Inclusion Office(r)	f) Equity & Inclusion Commission/Council established	
Census engagement		4) 2020	4).	4)	
			a) Equity & Inclusion Office(r)	a) At least two thirds of County employees respond to the survey with at least 3 departments and/or divisions with a 75% response rate.	
			b) Equity & Inclusion Office(r)	b) Able to establish a useful baseline of data	4) Report to BOS or BOS subcommittee
	<u>4) Conduct a Racial Equity Survey</u> – <i>Establish baseline data and conduct periodically to assess knowledge, skills, and experiences of employees and officials related to race and equity.</i>				
	a) Finalize racial equity survey tool developed by the 2017 Contra Costa GARE cohort. Or establish GARE membership and utilize the GARE survey. b) Conduct and analyze a baseline racial equity survey of employees and elected officials in FY 2019-20 to be conducted on a biennial basis thereafter.				

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	<p>B. County employees and elected officials understand and act upon the costs of inequity and immigrant exclusion.</p> <p>1) <u>Analyze financial costs to the County of inequity</u></p> <ul style="list-style-type: none"> a) Review grievances, filings, merit board petitions, and other relevant data points to better understand the financial impact of racial inequity within Contra Costa County. b) Use this information to establish a benchmark against which progress can be measured. <p>2) <u>Analyze societal costs of inequity and immigrant exclusion</u></p> <ul style="list-style-type: none"> a) Identify community and academic partners to support an analysis b) Conduct an analysis of the negative impacts of inequity and exclusion (financial, health, community) to communities of the county. <p>3) <u>Pilot the use of a Racial Equity Tool in 3 to 5 departments</u> (e.g., Public Health, Human Resources, Department of Conservation and Development, Library, Health, Housing, Homelessness Services, Employment & Human Services)</p> <ul style="list-style-type: none"> a) Departments commit to utilize a Racial Equity Tool. b) Collect and report data on client outcomes by race/ethnicity. c) Develop and implement appropriate policies and procedures to better achieve racial equity. 	<p>B.</p> <p>1) FY 2020-21</p> <p>2) FY 2020-21</p> <p>3) FY 2020-24</p>	<p>B.</p> <p>1) Equity & Inclusion Office(r) and REAL team</p> <p>2) Equity & Inclusion Office(r) and REAL team</p> <p>3) Equity & Inclusion Office(r) and County Departments</p>	<p>B.</p> <p>1) a) Conduct a case study of a single discrimination grievance from start to finish</p> <p>b) Establish a baseline and benchmarks for the financial cost of race-based grievances to the County.</p> <p>2) Secure partners to engage in a process to analyze societal costs of inequity.</p> <p>3) At least 3-5 departments utilize a Racial Equity Tool:</p> <ul style="list-style-type: none"> a) 100% of participating departments use a Racial Equity Tool to collect data on client outcomes by race/ethnicity. c) There is a reduction of racial inequity as measured by community indicators related to the services provided by the piloting departments. 	<p>B. Report to BOS or BOS subcommittee and/or Equity & Inclusion Commission/ Council</p>

2. Outcome Statement: Contra Costa County residents are engaged participants in the County's efforts to improve racial equity and experience improvements in the community.

Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure	Progress report
Diversity of Elected Officials Diversity of Candidates Diversity in Voter Registration Diversity in Voter Turnout Number of active civic groups representing the needs of community members most impacted by inequity from government policies Number of active youth groups representing the needs of their community	<p>1) Community Engagement: County departments will work with other community-based agencies, institutions and advocacy groups to strengthen community partnerships and to identify, align, and implement strategies for advancing racial equity and immigrant inclusion. Through partnership, the Equity Office(r) will:</p> <ul style="list-style-type: none"> a) Research and report on the racial history of Contra Costa County, incorporating results into employee training and advocacy for the need for racial equity measures in the County. b) Create a "State of Equity" map for the County (<i>similar to Bay Area Equity Atlas</i>) c) Create an <i>equity resource list</i> for internal and external audiences d) Create a shared calendar for equity-related events e) Participate in Community Partner equity initiatives and be the convener when appropriate f) Seek grant funding opportunities to support the work <p>2) County equity related advisory bodies such as the Racial Justice Oversight Body (RJOB) and the Equity Commission/Council will be supported with on-going staff and outreach/engagement resources.</p> <p>3) The Equity & Inclusion Office(r), RJOB, Equity Commission/Council and County departments will work with community based organizations to:</p> <ul style="list-style-type: none"> a) Explore ways to get feedback from the community b) Make data accessible and develop an open data portal c) Conduct biennial racial equity community surveys 	<p>1) FY 2020-22</p> <p>2) FY 2019-23</p> <p>3) FY 2019-23</p>	<p>1) Equity Office(r), County Departments and Equity Commission/Council</p> <p>2) Equity & Inclusion Office(r), ORJ, County Departments</p> <p>3) Equity & Inclusion Office(r), RJOB, Equity & Inclusion Commission, County Departments</p>	<p>Create equity statement on Board Orders.</p> <p>Complete report on the racial history of Contra Costa County, including redlining, highway development, incarceration, health disparities.</p> <p>Improved Number/Percentage of Residents self-report feelings of trust in County governance.</p> <p>Number of community partners that express the belief that County departments are improving racial equity outcomes & immigrant inclusion.</p> <p>Number of events hosted by the County with opportunities for community members to engage in shared analysis and decision making.</p> <p>Number of departments that solicit community input in recurring decision making processes (budget, hiring, etc.) utilizing a continuum to identify the type of input received, i.e. from listening sessions to shared decision making</p> <p>Number of equity initiatives led by community partners that County departments are engaged in.</p>	<p>1) Report to BOS or BOS subcommittee</p>

3. Outcome Statement: Contra Costa County workforce demographics (across the breadth and depth of positions), Board-appointed advisory bodies, and County contractors reflect the demographics of the community.

Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure	Progress report
<p>Racial and ethnic demographics of County residents</p> <p>Racial and ethnic demographics of Bay Area region</p> <p>Workforce demographics</p> <p>Income by race and ethnicity</p>	<p>1) The County Equal Employment Opportunity Officer (EEO) will:</p> <p>a) Provide information to departments through the Outreach and Recruitment Report, on a quarterly basis, on the underrepresentation in the County workforce as compared to the Bay Area region in terms of gender and race by job classification (not occupationally grouped categories) for actionable responses to the underrepresentation.</p> <p>b) Utilize data from the Outreach and Recruitment Report and other data available to HR to create an annual experience report that incorporates measures of equity (e.g., people-centered hiring process, candidate satisfaction, internal promotion tracking, and probation based termination rate).</p> <p>2) <u>Strengthen personnel policy and practices by using Racial Equity Tool</u></p> <p>Use a racial equity tool to assess the impact of the Personnel Management Regulations (PMR)</p> <p>3) <u>Racial Equity & Immigrant Inclusion Training</u>— Implement a countywide mandatory introductory training on racial equity and immigrant inclusion, followed by ongoing training opportunities for all staff and elected officials. The training should include a variety of case studies and examples based on the jobs of those being trained.</p> <p>Training concepts should include: social construction of race, the history of race in government, implicit and explicit bias, institutional and structural racism, and tools and strategies to address bias and improve inclusion.</p>	<p>1) TBD</p> <p>2) Begin Jan. 2020</p> <p>3) FY 2020-2021</p>	<p>1)</p> <p>a) Risk Management</p> <p>b) HR</p> <p>2) HR</p> <p>3) Equity & Inclusion Office(r), HR, Risk Management</p>	<p>1)</p> <p>a) Race of applicants by zip code</p> <p>b) Increased candidate satisfaction level</p> <p>c) Employee Diversity in job classifications</p> <p>d) Diversity of management level classifications</p> <p>e) Diversity of employees by job classifications</p> <p>2)</p> <p>a) Complete report on analysis of current personnel policy and practices having used the Racial Equity Tool, including recommendations for changes to policies and practices that meet the goals of furthering racial equity.</p> <p>b) Implement recommendations of policy and practice analysis using a Racial Equity Tool.</p> <p>3)</p> <p>a) 80% of training participants report increased awareness of the historic role of government in creating and contributing to present day racial inequities.</p>	<p>Report to the Hiring Oversight Committee</p>

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	<p>Additional topic-specific training will include: using the Racial Equity Tool, inclusive outreach and public engagement, and communicating about race.</p> <p>a) Identify what trainings exist in the County:</p> <ol style="list-style-type: none"> 1) Equal Employment Opportunity 2) Sexual Harassment 3) Civil Rights 4) New Employee Onboarding in NeoGov 5) Procedural Justice and Implicit Bias (ORJ) 6) Sensitivity in the Workplace (EHSD) 7) Building a Culture of Respect (HR) <p>b) Identify standardized content and framework for trainings:</p> <ol style="list-style-type: none"> 1) Cultural Intelligence 2) Structural Racism 3) Racial Equity Tool 4) Anti-bias 5) How to participate in hiring panel 6) Process-based decision making <p>c) Develop the training curriculum</p> <p>d) Delivery of training</p> <p>4) County Boards and Commissions have equitable representation representative of the County/community demographics.</p> <p>5) Promote racial equity in contracting and procurement policies and practices.</p> <ol style="list-style-type: none"> a) Collect and analyze data to help identify gaps b) Evaluate existing and create new policies 	<p>4) FY 2020-24</p> <p>5) FY 2021-24</p>	<p>c) “Train the Trainer” offered to departments that have training responsibilities</p> <p>4) Equity Office(r), Clerk of the Board</p> <p>5) Equity Office(r) and County Departments</p>	<p>b) 80% of training participants report an improved understanding of the differences between individual, institutional, and structural racism.</p> <p>c) 80% of training participants report an awareness of the different roles implicit and explicit bias can play in producing racial inequities in the workplace.</p> <p>d) 80% of training participants report an improved understanding of how race neutral policies can produce racial inequities</p> <p>4) Improved racial equity in the members of Boards and Commissions</p> <p>5) Improved racial diversity in bidders participating in the contracting and procurement processes</p> <p>Higher percentage of bidders of color awarded with contracts.</p>	