

**Racial Equity Advisory Panel (REAP)  
Via Microsoft Teams  
Minutes  
October 28, 2020**

PRESENT: Panel members: Stephanie Seguino, Karen Richards (minutes), Nancy Waples, Andrea Brett, (Chair), Clarence Davis. Guests: Xusana Davis, Executive Director of Racial Equity (ED Davis); Catherine Russell, Panel Assistant.

BUSINESS MEETING:

The meeting was called to order by Chair Brett at 6:06 p.m.

Panel Introductions: Each member introduced him/herself.

Agenda changes: None were offered.

Minutes: Waples made a motion to accept the minutes of the September 23, 2020 Panel meeting. The motion was seconded by Seguino. Vote 5:0.

**ON-GOING BUSINESS**

Racial Equity Dashboard: \$100,000 in federal funds through the CARES Act were appropriated for this purpose. The money must be spent by 12/30/20. The dashboard will be able to track racial outcomes from the COVID 19 pandemic across government agencies, using key indicators in health, employment, housing, commerce (access to banking, loans, etc.), etc. ED Davis will be meeting with a number of vendors and will attempt to narrow/decide which vendor(s) to use by mid-November. At a meeting on 11/18/20, the Panel will review the scope of work and the proposal(s).

Racial Equity Training: An additional \$50,000 in CARES Act funding was appropriated by the Legislature for specialized training on equity and inclusion. We would like to use this funding for training from GARE but they are currently booked through 2021. ED Davis will explore whether we can purchase training now for implementation later. If not, there are other trainings that Panel members could participate in. ED Davis will send out information via email.

The State has put a process into place to reallocate any CARES funding that cannot be spent by 12/30/20. If necessary, we will notify the administration of the availability of unspent funds.

Enhancements to the REAP website: The Panel wants to keep the Racial Equity Advisory Panel (REAP) as its name, rather than replace it with a broader name like Office of Racial Equity. A subcommittee consisting of Waples and C. Davis, has recommended that the website provide links to state-sanctioned resources/groups and not to community or advocacy groups, given the REAP's statutory mandates. ED Davis provided a suggestion for a site map that was enthusiastically embraced by the Panel. Under opportunities, the site will include a link to the Success Factors at DHR for people looking for state employment opportunities as well as RFPs, training, etc.

## NEW BUSINESS

Panel and ED Communication Flow: As part of the effort to clarify the Panel's role vis a vis the Executive Director of Racial Equity, the Panel discussed having ED Davis be the main driver of the agendas for the meetings and the support that she needs from us. We discussed having meetings centered around review and discussion of reports on racial equity from other entities as a basis for making recommendations for areas of focus to both the ED and the Governor. It was agreed that this approach was reasonable and doable.

Annual Reports to the Legislature: Both the ED and the Panel have reports due to the Legislature by 1/15/21. ED Davis has created an outline of her report. Richards agreed to go back through meeting minutes to capture the key work of the Panel and provide a draft to the Panel as a starting point for discussion at the 12/2/20 Panel meeting.

Suggestions for Racial Equity Questions for the Employee Engagement Survey: Russell reported that the survey will be sent out in February/March of 2021 and the Panel can propose additional questions related to racial equity. This led to a discussion of broader issues of racial equity in state government employment and the need to "turn the mirror on ourselves." The Panel decided to focus its December meeting on reviewing both the last Employee Engagement Survey questions and results and DHR Workforce Data Report on employment of people of color. Russell will send links to Panel members in advance.

Other New Business: None

Public Comment/Questions: No members of the public were present.

C. Davis made a motion to adjourn, which was seconded by Waples. Vote 5:0  
Whereby the meeting adjourned at 7:46 p.m.

Next Meeting:

**November 18, 2020 from 6-8 p.m. via Microsoft Teams**  
**The agenda and information re: call-in for public access will be displayed on the REAP website.**

Respectfully submitted,

*Karen L. Richards*

Karen L. Richards, Panel Member