



Memo 2022-0301

Date: March 1, 2022

To: Judy Fenerty, Chapter Council Chair

From: Andre Clemente, CNPS HR Manager

Subject: Approval of Diversity, Equity, Inclusion, and Justice (Committee)

Dear Judy,

The Ad Hoc Diversity, Equity, Inclusion, and Justice (DEIJ) Working Group would like the Chapter Council's approval to transition the working group into a Joint DEIJ Committee.

While the DEIJ Committee is unlike any committee identified in our bylaws, we define it as a Joint Committee because we believe it is essential to receive support from the Board, Chapter Council, and the Executive Director before moving forward with DEIJ work.

The DEIJ Committee will serve as an administrative body to the CNPS Board of Directors, Chapter Council, and Staff Leadership, and will be responsible for developing, reviewing, and monitoring the DEIJ Strategic Plan and Action Plans, providing support, and policy guidance to CNPS leadership, chapters, and staff as requested and outlined in the DEIJ action plan.

The role of a DEIJ committee would be to *facilitate* DEIJ work and not *do* the DEIJ work, meaning the committee ushers the plan building process and, after the plan is built, provides support and accountability to the substantive work in the plan. As such, the DEIJ committee will not be the only vehicle for staff, board members, chapter council, chapter leaders, volunteers, and members to engage in DEIJ work.

Below are a few additional items to note about the proposed Committee.

1. **Committee Purpose:** The proposed purpose of the committee is to help shepherd and support an organized implementation of the DEIJ multi-year action plan for CNPS. The Avarna Group will provide the plan later this spring and reflects input from the staff and Board via listening sessions, surveys, forms, and other documents.
2. **What the Committee Is Not:** The committee is not designed to be a DEIJ support group or educational group, nor is it responsible for carrying out the actions Avarna will recommend. Its primary proposed function is to ensure the organization stays accountable to its DEIJ



commitment through an actionable plan and help remove obstacles or barriers to fulfilling the plan.

- 3. Committee Composition:** The committee will have a limited number of voting members (17) at any time, but any staff, chapter council, or board members will be able to attend any meeting. Agendas will be shared in advance, and meeting minutes will be posted to a shared drive. Voting committee members will be a mix of staff and volunteers and will rotate through two-year terms on average.

Currently, we are proposing that the people who originally served on the Ad Hoc Working Group join as original voting members.

Please let me know if the Chapter Council can consider this request at the upcoming March 5, 2022, meeting. I will be in attendance to answer any questions Council members may have.

Sincerely,

Andre Clemente

CNPS HR Manager