

November 27, 2018

Subject: **Governing for Racial Equity Capitol Cohort, Health in All Policies Task Force**

Reporting Period: **January 2019- November, 2018**

Staff Lead: **HiAP Program Staff**

Recommended Action:

For information only – no action required.

Update:

HiAP Racial Equity Capitol Cohort Pilot: 2019 (Year 2) Program Details

In 2019, the California Health in All Policies (HiAP) Task Force will facilitate an implementation year to assist departments that have participated in the Government Alliance on Race and Equity Capitol Cohort to operationalize their racial equity action plans. Departmental teams will receive training, guidance, and technical assistance, as well as participate in a supportive network of colleagues pursuing equity goals across state government. The attached document describes key program components, anticipated outcomes, expectations for participating departments, and a calendar of events for 2019. Focus areas for the cohort were selected based upon input from participating departments.

Following are the departmental teams that participated in 2018. Department staff are in the process of securing commitments from their executive leadership to continue their participation in 2019:

1. California Arts Council
2. California Coastal Commission
3. California Department of Public Health
4. California Department of Housing and Community Development
5. California Department of Transportation
6. California Department of Education
7. California Department of Corrections and Rehabilitation
8. California Department of Community Services and Development
9. California Department of Social Services
10. California Environmental Protection Agency (including Boards, Departments and Offices)
11. California State Lands Commission
12. California Strategic Growth Council & Governor's Office of Planning and Research

Background:

The California Health in All Policies (HiAP) Task Force was created by Executive Order S-04-10 in 2010 to foster interagency collaboration to promote healthy, equitable, and environmentally sustainable communities. To specifically address racial equity, in 2018 the HiAP Task Force teamed up with the Government Alliance for Racial Equity to launch the Capitol Cohort, which focused on normalizing conversations about racial equity and equipping staff with the knowledge, resources, and relationships to develop racial equity action plans.

The HiAP Task Force and the Capitol Cohort, are staffed through a collaborative relationship between the SGC, the California Department of Public Health (CDPH), and the Public Health Institute (PHI). Curriculum and trainings specific to the Capitol Cohort are provided in partnership with Race Forward.





HiAP Racial Equity Capitol Cohort Pilot 2019 (Year 2) Program Details

Together, the [Government Alliance on Race and Equity](#) (GARE)¹, California's Health in All Policies (HiAP) Program, and the Public Health Institute will facilitate an implementation year to assist Capitol Cohort departments with operationalizing their racial equity action plans. This program will run from January-December 2019, and participating departmental teams will receive training, guidance, and technical assistance, as well as participate in a supportive network of colleagues pursuing similar goals across state government.

This builds on the work departments completed in the 2018 Capitol Cohort pilot, which focused on normalizing conversations about racial equity and equipping staff with the knowledge, resources, and relationships to develop racial equity action plans.

2019 Pilot Implementation Year – Anticipated Outcomes

1. Participants have a deep understanding, vocabulary, and capacity to advance racial equity within government.
2. Teams create an implementation roadmap, including a priority list of activities from their racial equity action plans for near-term action.
3. Teams create organizational structures within their organizations to train more staff on this approach, build institutional capacity and commitment to this work, and ensure sustainability.
4. Departments have data on staff interest, knowledge, and commitment to racial equity.
5. A robust and growing peer network across state entities, with connections to local governments, supports innovation, shares promising practices, and cultivates a cross-sectoral culture supportive of racial equity.

Who is eligible to participate?

The 2019 Implementation Cohort has been designed for departments that participated in the 2018 Capitol Cohort Learning Year. To support continuity, the majority of team members in 2019 should have participated in the 2018 Learning Cohort.

What are the key program components?

1. Capacity building and training

- The cohort will participate in 7 *new* learning sessions in Sacramento, with customized content delivered by expert GARE trainers and curated to meet Cohort team needs. Learning sessions are designed to strengthen subject matter expertise at the team and individual level. Each session syllabus will be co-developed with HiAP staff, and informed by findings from the Year 1 Pilot, team equity survey results, and priority activities identified in the cohort's racial equity action plans.

¹ GARE is affiliated with Race Forward and is a joint project of the [Haas Institute for a Fair & Inclusive Society \(HIFIS\)](#) and the [Center for Social Inclusion](#).

- Priority registration at the HiAP Task Force’s Advancing Equity speaker series events, designed to complement the learning session curriculum.

2. **Implementation roadmap**

- The cohort will receive guidance, coaching, templates, and strategies to support organizational structures for fulfilling the racial equity action plan created in the 2018 Learning Year.
- Teams will have access to GARE trainers for consultation throughout the year and a mid-year progress check-in facilitated by HiAP staff.

3. **Data collection**

- Teams will receive sample tools to support creating, disseminating, and analyzing a staff racial equity survey for their organization.

4. **Experiential learning**

- Teams will apply the Racial Equity Tool to one of their internal budget processes.
- Teams will use Results Based Accountability practices and processes in implementation planning, with support from expert trainers.

5. **Access to a peer network and subject matter work groups**

- Teams will have access to structured cross-sector peer-to-peer interactions focused on problem solving around common goals such as meeting facilitation, workforce equity and training, data collection and analysis, leadership engagement strategies, and external stakeholder engagement.
- Team Leads will participate in monthly structured cohort check-in meetings, hosted by HiAP and GARE staff, to provide a space for cross-sector problem solving, support learning session customization, and support team leads in guiding their teams through the implementation year, among other things.
- Each team will receive complementary registration for up to 5 members to attend the GARE California Statewide Convening (location TBD), connecting the Capitol Cohort to local jurisdictions, innovators, and champions across California doing similar work.

What are the costs associated with the implementation year?

The enrollment fee is \$20,000 for each department, paid to GARE’s parent organization, Race Forward. For this fee, departments may have up to 15 team members. The actual cost (nominal value) of this implementation year is approximately \$50,000 per department. Generous foundation support from The California Endowment has made it possible for GARE and HiAP to offer the program at this reduced rate. Teams larger than 15 members will require additional fees.

What is expected from participating departments?

1. **Assemble an implementation team.**

- **Identify Team Co-Leads.** Team co-leads are team members that are also responsible for coordinating monthly internal department check-ins as well as for attending a monthly team lead meeting with other participating departments. They may or may not be the same team leads from Year 1. However, it is strongly recommended that the team co-leads have participated in the Year 1 learning cohort. Team co-lead responsibilities require an average of at least 10 additional hours per month due to their added responsibilities.
- **Identify an Executive Sponsor** (e.g., Director, Deputy Director, Commissioner, Chief Deputy). This individual should be available and accessible to the cohort team for strategic guidance and direction, will make decisions on behalf of the participating organization, or will liaise with the Department

Director on behalf of the cohort. The Executive Sponsor may be a team member if their schedule and availability allows.

- **Recruit team members.** Depending on the size of your department, teams can be successful with as few as 12 and as many as 15 members. The full team of 15 is inclusive of team leads. To facilitate decision-making, team members' skill sets and areas of expertise should reflect the priority activity areas in the action plan. Team members should represent a diversity of both professional and personal experience and should include leadership, programmatic, and administrative level staff (e.g., human resources, communications, budgets and accounting, legal services, etc.). It is essential that any newly recruited team members are interested in, excited about, and committed to advancing racial equity and transforming government. GARE and HiAP staff can provide guidance on team recruitment.

2. Convene your implementation team internally at least once a month.

- Teams should meet at least once a month between January-December 2019, to work on implementation responsibilities. While the time commitment for participants will vary over the course of the year, it ranges between 4 and 10 hours/month outside of the trainings and internal team meetings.

3. Participate in implementation activities.

- Implementation teams will commit to collaboratively participating in a range of activities designed to increase the likelihood of effective implementation of departmental Racial Equity Action Plans. Curriculum will be customized, flexible, and responsive to team priorities.
- See attached 2019 Calendar

4. Complete an enrollment form by October 15th, 2018 and execute a signed contract by January 9th, 2019.

- On the form designate the team Co-Leads, Executive Sponsor, and anticipated team members, and provide information on your organization's anticipated racial equity action plan priorities for 2019.
- Link to form: <https://www.surveymonkey.com/r/P2KZ9PP>

What if I have other questions? For questions about the Capitol Cohort contact HiAP Task Force Program Director Julia Caplan, Julia.Caplan@sgc.ca.gov. For more information about GARE and Race Forward contact Dwayne Marsh, dmarsh@raceforward.org.

2019 Calendar

HiAP Racial Equity Capitol Cohort Pilot

Time Frame	Activities
Fall/Winter 2018 (prior to launch)	<p>To inform curriculum customization, teams provide input on:</p> <ul style="list-style-type: none"> • Priority areas of work • Key challenges and needs • Strategic opportunity areas
January 9th 8:30am-2:00pm	<p>Implementation Year Pre-Meeting - Team Co-Leads & Executive Sponsors</p> <ul style="list-style-type: none"> • Peer review of action plans • Implementation roadmap discussion • Leadership transition and briefing tips • Input on implementation year learning sessions
Ongoing, January-February	<p>Leadership Transition Orientation</p> <ul style="list-style-type: none"> • Executive Sponsor orients new department executive leadership to the Racial Equity Action Plan (with support from Team Leads and HiAP/Race Forward if needed)
January 16th 8:30am-5:00pm	<p>Team Learning Session #1: Orientation, Strategic Overview, and Roadmap to Implementation</p> <ul style="list-style-type: none"> • Identify your 2019 priorities • Panel Discussion: Operationalize and embed racial equity systems & tools • Navigate turnover and transition • Introduce the workforce equity survey tool • Integrate the online learning platform • Incorporate self-care <p>Subject matter work group formation</p>
February	Team Co-Leads Meeting
February 20 th 10:00am-11:30am	<p>Executive Leadership Briefing (designed to brief Secretaries, Directors, & Deputies)</p> <ul style="list-style-type: none"> • Orientation to the HiAP Racial Equity Capitol Cohort • Executive Sponsors and team leads showcase progress and priorities from year 1 (<i>voluntary</i>)
March	Team Co-Leads Meeting
March 13th 8:30am-3:00pm 3:00pm-4:00pm	<p>Learning Session #2: Getting Inside the Racial Equity Tools, Making Impact</p> <ul style="list-style-type: none"> • Results Based Accountability for racial equity (Part II) • Applying the Racial Equity Tool to a budget process • Workforce Equity (Part II), Racial Equity All Staff Survey: establishing a baseline of knowledge and awareness in your department <p>Subject matter work group huddles</p>
Spring HiAP Advancing Equity Speaker Series	
April	Team Co-Leads Meeting
April 10th 8:30am-5:00pm	<p>Learning Session #3: Racial Equity 201</p> <ul style="list-style-type: none"> • Transformative conversations • Practical application of Affirm, Counter, Transform • Workforce trainings and professional development

May	Team Co-Leads Meeting
May 15th 8:30am-3:00pm	Learning Session #4: Critical Success Factors <ul style="list-style-type: none"> • Panel: early outcomes, lessons learned ideas for replication across sectors. Successes, what is working well and why? • Trouble shooting challenges • Survey Data Findings & Next Steps
3:00pm-4:00pm	Subject matter work group huddles
June	Team Co-Leads Meeting
June 12th 8:30am-3:00pm	Learning Session #5: Local & State Government Crossover <ul style="list-style-type: none"> • Hear from local jurisdiction GARE Champions across California • Identify opportunities to align local and state strategies and priorities • Peer to peer networking
3:00pm-4:00pm	Subject matter work group huddles
July	Team Co-Leads Meeting
July 17th 8:30am-3:00pm	Learning Session #6: Making the Case & Proving the Point <ul style="list-style-type: none"> • Strategies to make the business case for racial equity • Talking points and communication strategies • Capturing the value for your individual department
3:00pm-4:00pm	Subject matter work group huddles
Summer HiAP Advancing Equity Speaker Series	
August	Team Co-Leads Meeting
August 14th 8:30am-5:00pm	Learning Session #7: Facilitation for Racial Equity, Getting to Scale <ul style="list-style-type: none"> • Facilitation techniques
September 12th-13th Government Alliance on Race & Equity California Statewide Convening Full Day Conference, Location TBD	
October	Team Co-Leads Meeting
November 13th 8:30am-3:00pm	Closing Session & Implementation Year Commencement <ul style="list-style-type: none"> • Self-care and trauma informed practices (Part II) • Strategizing for continued impact
3:00pm-4:00pm	Subject matter work group huddles
Fall HiAP Advancing Equity Speaker Series	