Diversity, Equity, Accessibility, and Inclusion (DEAI) Project Update
Agenda

• Background/Discussion of CAC Equity Statement
• Senate Bill 255 and Utility Supplier Diversity
• DEAI RFP Process
• Information about selected Consultant, GCAP Services
• Kick Off Process
• Review of Deliverables
Background: Citizens Advisory Committee Equity Statement

- CAC Equity Working Group formed July 2020
- Primary task of Equity Working Group: “ensure equity is a priority across all working groups and built into PCE strategic priorities”
- CAC’s draft equity statement accepted by the Board of Directors at January 28, 2021 meeting
- Goal: build on Draft Equity Statement and create DEAI Organizational Statement/Policy and Action Plan
SB 255 (Bradford) and Utility Supplier Diversity

• SB 255 signed in October 2019
• Requires Community Choice Aggregators to “annually submit a detailed and verifiable plan for increasing procurement from small, local, and diverse business enterprises”
• Expands California Public Utilities Commission’s (CPUC’s) Utility Supplier Diversity Program
DEAI RFP Process

• DEAI RFP was released as a competitive solicitation in early May, 2021
• Responses due in mid-June 2021
• Received 8 proposals, 7 complete
• DEAI Subcommittee interviewed top 3 finalists in early/mid July
• Staff posed additional questions to top 2 finalists in early August
• Board Subcommittee and Staff had follow up meetings with top 2 finalists in late September/early October
• Consensus reached on top Consultant, GCAP Services, on 10/15
About GCAP Services, Inc. and Rosales Business Partners

• Minority Business Enterprise (MBE) certified professional consulting firm headquartered in Costa Mesa, CA
• 75% of employees are minority and/or women
• Over 22 years experience providing management, assessment, benchmarking, training, and support in a wide variety of DEAI work areas
• Hired by the CPUC to implement the Supplier Diversity Program
• Subcontractor for this engagement- Rosales Business Partners (RBP)
  o RBP is a San Francisco based consulting firm focused on DEAI regarding internal and external workforce policies and programs
Kick Off Process

• Staff to meet with GCAP Services project team next week to kick off the project
• Tasks at Kick Off meeting:
  o Introduce Key Members from each team
  o Identify initial data to be collected and discovery process
  o Determine cadence of progress meetings/checkins
  o Review project schedule
  o Input on priorities and expectations
Deliverables as Outlined in the RFP

• Review Relevant DEAI Legislation and Regulatory Requirements
  o Brief report identifying organization-specific areas for improvement and recommendations regarding DEAI Legislation/Regulatory Requirements (SB 255, GO 156, Proposition 209)

• Conduct DEAI Organizational Needs Assessment
  o Detailed presentation of results of survey, priority issues identified, and recommendations on the process moving forward based on these findings

• Create Organizational DEAI Statement or Policy
  o Peninsula Clean Energy Board of Directors approves policy, and an action plan to implement this policy
Deliverables as Outlined in the RFP

• Update Relevant Organizational Policies
  o Updated versions of policies approved by Board of Directors (Policies include Ethical Vendor Standards, Inclusive and Sustainable Workforce Policy, Employee Handbook, and Strategic Plan)

• Create Organizational Departmental Goals, Practices, and Metrics to Operationalize DEAI Policies
  o Updated contracting and grant processes, including language for requests for proposals and contract templates, approved and adopted by staff
  o Updated processes for designing customer programs and communications approved and adopted by staff
  o Improved organizational performance in regulatory reporting, including General Order 156, approved and adopted by staff
  o Updated hiring and other HR processes approved and adopted by staff
  o Training plan for PCE Board Members, staff, and CAC members completed
  o Updated specific Key Performance Indicators in staff workplans approved and adopted by staff