



# 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)
  - 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:
  - Introduce Key Members from each team
  - Identify initial data to be collected and discovery process
  - Determine cadence of progress meetings/checkins
  - Review project schedule
  - Input on priorities and expectations

# Deliverables as Outlined in the RFP

---

- Review Relevant DEAI Legislation and Regulatory Requirements
  - 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
  - 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
  - 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
  - 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
  - Updated contracting and grant processes, including language for requests for proposals and contract templates, approved and adopted by staff
  - Updated processes for designing customer programs and communications approved and adopted by staff
  - Improved organizational performance in regulatory reporting, including General Order 156, approved and adopted by staff
  - Updated hiring and other HR processes approved and adopted by staff
  - Training plan for PCE Board Members, staff, and CAC members completed
  - Updated specific Key Performance Indicators in staff workplans approved and adopted by staff