



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY EXECUTIVE

File #: 23-965

Board Meeting Date: 12/5/2023

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Michael P. Callagy, County Executive
Subject: Amendment to the agreement with The Justice Collective to continue to deliver Foundational Equity Training to County employees

RECOMMENDATION:

Adopt a resolution authorizing and directing the County Executive, or designee, to enter into a second amendment to the agreement with the Justice Collective to extend the term through June 30, 2026, to continue to deliver foundational equity training to County employees, and to increase the County's maximum fiscal obligation by \$141,000 to a total amount not to exceed \$336,550.

BACKGROUND:

The Board of Supervisors adopted a [Resolution to Advance San Mateo County's Racial Equity Efforts](https://sanmateocounty.legistar.com/LegislationDetail.aspx?ID=5134173&GUID=F82C1FED-8E80-4E5D-9912-DF0DA117489F&Options=ID%7CText%7C&Search=racial+equity+resolution&FullText=1) on September 14, 2021, to codify its commitment to advancing equity to ensure that our staff and residents have opportunities to achieve their full potential. To meet this commitment, all staff must have shared language and foundational understanding of equity that will help them identify ways to create and support the conditions that foster equity within all County operations.

DISCUSSION:

On December 20, 2022, the County contracted with The Justice Collective to create, adapt and deliver a pilot Foundational Equity Training program to County employees and provide technical assistance to the equity team of the County Executive Office to incorporate the learnings of the pilot training phase into future iterations of the training.

During this pilot phase, The Justice Collective conducted nine training sessions and launched an asynchronous online version of the training that employees can take at their own pace. To date, 600 employees have taken the Foundational Equity Training pilot in the different training formats we offer—two-part live virtual, one-part live virtual, in-person, and asynchronous (self-paced).

The evaluation of the pilot program revealed overall positive results with over 70 percent of

participants reporting that the training (1) increased their foundational understanding of key equity concepts and frameworks, (2) increased their core understanding of the role government has played historically and currently in creating and perpetuating inequities (3) allowed them to better identify ways to engage in ongoing County efforts to advance equitable outcomes. Evaluation indicated that in-person training sessions had lower attrition rates followed by the one-part live virtual training, and the self-paced training, compared to alternatives. Therefore, the proposed scope of work in the amended agreement includes these three training formats to maximize staff participation and optimize costs.

Under the proposed amendment to the agreement with the County, The Justice Collective will roll out the revised Foundational Equity Training over a period of 30 months as shown in the table below:

Measure	Description	Timeline
Live Virtual Foundational Equity Training	Deliver up to 11 live online training sessions with instructional materials including a facilitation guide, workbook, presentation slides, and annotated agenda. Each training session will accommodate up to 100 participants.	January 2024-June 2026
In-person Foundational Equity Training	Deliver up to 7 in-person training sessions with instructional materials including a facilitation guide, workbook, presentation slides, and annotated agenda. Each in-person training session will accommodate up to 80 participants.	January 2024-June 2026
Asynchronous Foundational Equity Training	Continue to offer the asynchronous Foundational Equity Training via LMS to an unlimited number of employees.	Ongoing
Live Virtual Foundational Equity Training for local government agencies.	Facilitate one live virtual training session in the first quarter of 2024 for up to 100 staff from local government agencies in an effort to continue building shared language and foundational knowledge around equity with partners. The terms and conditions of this Agreement may be used by other public or governmental entities as a “piggyback” for the purpose of entering into separate agreements directly with The Justice Collective at the same rates provided herein, if permitted by such entities' own procurement policies. The County shall not be responsible for any such agreements.	January-March 2024

County Attorney’s office has reviewed and approved the amendment to the agreement and resolution as to form.

EQUITY IMPACT: The Foundational Equity Training is an essential block in the efforts to achieve equity in all County operations. The training helps to build shared language and foundational knowledge of equity, diversity, inclusion and belonging among staff. It also plants the seed for County

staff to see how they can create and/or improve the conditions for equity in their work and workplace. In this next phase of the training and based on evaluation results from the pilot, the post-training survey was modified to include voluntary and anonymous demographic questions around race/ethnicity, sexual orientation and disability of participants to better assess the training impact on historically marginalized participants.

Staff does not anticipate negative equity impacts from this study.

FISCAL IMPACT:

The County's total fiscal obligation under the agreement as amended is \$336,550, which includes \$141,000 over 30-months of the extended term. Funding has been included in the County Executive's Office FY 2023-24 Adopted Budget and proposed for the FY 2024-2025 budget. There is no additional Net County Cost associated with this Agreement.