

**BOARD OF TRUSTEES**

**Diversity Equity and Inclusion Committee**

Friday, January 20, 2023  
11:00 A.M.

BOARD ROOM  
4800 Fournace Place, Bellaire, Texas 77401

The meeting may be viewed online at: <http://harrishealthtx.swagit.com/live>

*Notice: Some Board Members may participate by videoconference.*

Mission

Harris Health is a community-focused academic healthcare system dedicated to improving the health of those most in need in Harris County through quality care delivery, coordination of care, and education.

**AGENDA**

<b>I. Call to Order and Record of Attendance</b>	<b>Professor Marcia Johnson</b>	<b>2 min</b>
<b>II. Approval of the Minutes of Previous Meeting</b>	<b>Professor Marcia Johnson</b>	<b>2 min</b>
• DEI Committee Meeting – October 12, 2022		
<b>III. Research Strategies and Plan for Disparity in Patient Presentation, Care and Outcomes Studies – Ms. Karen Tseng</b>		<b>25 min</b>
<b>IV. Status Regarding Harris Health’s Minority/Woman-owned Business Enterprises (MWBE) Performance Numbers – Mr. Derek Holmes and Mr. DeWight Dopslauf, Harris County Purchasing Office</b>		<b>15 min</b>
<b>V. Harris Health Human Resources Report on Racial/Gender Disparity or Status at Harris Health System – Dr. Omar Reid</b>		<b>15 min</b>
<b>VI. Adjournment</b>	<b>Professor Marcia Johnson</b>	<b>1 min</b>

**HARRIS HEALTH SYSTEM  
MINUTES OF THE BOARD OF TRUSTEES  
DIVERSITY EQUITY AND INCLUSION COMMITTEE MEETING**

**Wednesday, October 12, 2022**

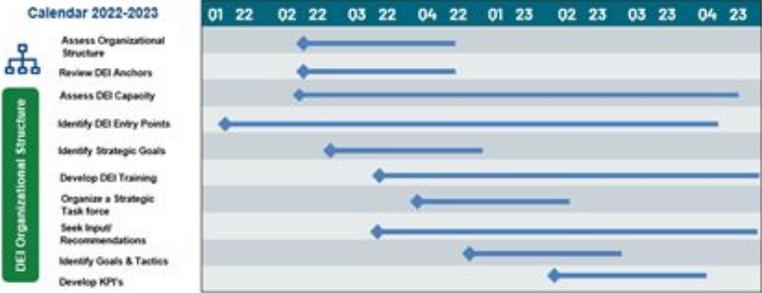
**11:00 AM**

AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATIONS
<b>I. Call to Order and Record of Attendance</b>	Professor Marcia Johnson, Chair, called the meeting to order at 11:01 a.m. It was noted there was a quorum present and the attendance was recorded. Professor Johnson announced that while some board members are in the room, others will participate by videoconference as permissible by state law and the Harris Health Videoconferencing Policy. Only participants scheduled to speak have been provided dial in information for the meeting. All others who wish to view the meeting may access the meeting online through the Harris Health website: <a href="http://harrishealthtx.swagit.com/live">http://harrishealthtx.swagit.com/live</a> .	
<b>II. Introductions</b>		
<b>A. Harris Health Diversity Equity and Inclusion (DEI) Mission and Purpose Statement</b>	<p>Dr. Jobi Martinez, Vice President and Chief Diversity Officer, delivered an overview of Harris Health’s Diversity Equity and Inclusion (DEI) Mission and Purpose Statement as follows:</p> <p>At Harris Health System, we recognize significant impact that diversity, equity, and inclusion, has on the health of our patients and employees. We are dedicated to ensuring equitable access to high-quality care for our patients, fostering a diverse and inclusive workplace for our colleagues, cultivating and sustaining relationships with suppliers and community partners, and broadening our reach and deepening our understand of the communities we serve. We value and respect the qualities that make us unique and will continue to work together to advance an equitable and inclusive culture to improve DEI outcomes for all.</p>	<b>As Presented.</b>

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<p><b>B. Harris Health Minority/Women-Owned Business Enterprises (MWBE) Administrative Director</b></p>	<p>Dr. Martinez introduced Mr. Derek Holmes as the new Administrative Director, Contracting Diversity. Mr. Michael Hill, Executive Vice President, Chief Strategy &amp; Integration Officer, shared that Mr. Holmes brings with him a vast amount Minority/Women-Owned Business Enterprises (MWBE) experience working for the City of Houston as well as Harris County and that we look forward to him developing Harris Health’s program.</p> <p>Professor Johnson opened the floor to introductions of the Harris Health executive leadership team who will support the DEI committee:</p> <ul style="list-style-type: none"> <li>• Dr. Esmaeil Porsa, President and Chief Executive Officer</li> <li>• Mr. Omar Reid, Vice President, Chief People Officer</li> <li>• Ms. Maria Cowles, Senior Vice President, Chief of Staff</li> <li>• Ms. Sara Thomas, Vice President, Legal Affairs, Harris County Attorney’s Office</li> <li>• Ms.Carolynn Jones, Executive Vice President, Chief Compliance and Risk Officer</li> <li>• Ms. Erikka Perkins, Chief Assistant County Auditor, Harris County Auditor’s Office</li> </ul> <p>A copy of the presentation is available in the permanent record.</p>	<p><b>As Presented.</b></p>
<p><b>III. New Business</b></p>		
<p><b>A. Review of Harris Health DE&amp;I Philosophy Statement</b></p>	<p>Dr. Martinez delivered a review of Harris Health DE&amp;I Philosophy Statement:</p> <p>The Board’s Diversity Equity and Inclusion (DE&amp;I) commitment reflects our desire to continuously ensure that DE&amp;I is fully embedded in Harris Health System (Harris Health).</p>	<p><b>As Presented.</b></p>

AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATIONS
	<p>We aim to ensure Harris Health staff at all levels reflect the communities we serve, feel a sense of belonging, are recognized and rewarded for their contributions and are inspired to deliver the highest quality of service and care.</p> <p>For our patients, DE&amp;I enables Harris Health to consistently demonstrate a strong commitment to equitable and compassionate care, including deeply understanding and meeting each patient’s needs to support outcomes that inform the service delivery model.</p> <p>To uplift and enrich our community, we aim to develop strong and sustainable relationships with minority and other under-represented suppliers, contractors and service providers.</p> <p>Our commitment will be integrated in the strategic pillars of the Harris Health strategic plan and anchored in, target setting, at least quarterly reporting and accountability mechanisms designed to demonstrate progress and achieve clearly articulated outcomes.</p> <p>Our efforts will be well grounded in Harris Health’s mission and public responsibility to improve lives in the communities where our employees and patients live and work.</p> <p>Professor Johnson inquired whether the DEI philosophy statement is available online. Dr. Porsa recommended adding the DEI philosophy statement to Harris Health’s website. A copy of the presentation is available in the permanent record.</p>	
<p><b>B. MWBE Goals</b></p>	<p>Mr. Holmes provided a high – level overview of the MWBE Goals. He outlined the following focus areas of the program moving forward:</p> <ul style="list-style-type: none"> <li>● Internal resources to facilitate program</li> <li>● Goal setting</li> <li>● Interlocal Agreement with Harris County</li> <li>● Updates to the Board of Trustees</li> </ul>	<p><b>As Presented.</b></p>

AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATIONS
	<ul style="list-style-type: none"> <li>Monitoring of program compliance</li> <li>Information Systems requirements</li> <li>Community Outreach</li> </ul> <p>The committee discussed goal setting, monitoring of program compliance, and request for proposal (RFP) process. A copy of the presentation is available in the permanent record.</p>	
<p><b>C. Strategic Pillar 6: Diversity Equity and Inclusion</b></p> <p><b>1. Highlights and Plan Process</b></p>	<p>Dr. Martinez delivered an overview of Strategic Pillar 6: Diversity Equity and Inclusion. She shared Harris Health’s efforts to building an internal capacity, some of which include the executive search policy, building employee resource groups (ERGs), building DE&amp;I teams, and the Board DE&amp;I philosophy statement. She also noted Harris Health’s assessment of the DE&amp;I organizational structure which includes reviewing DE&amp;I anchors, DE&amp;I dashboard, demographic data, and identifying DE&amp;I entry points. Additionally, Dr. Martinez shared that Harris Health has begun to identify strategic goals, develop DE&amp;I training, organize a strategic task force, seek recommendations and identify tactics to further its mission and the work of advancing DE&amp;I.</p> <div data-bbox="695 950 1465 1307"> <p><b>Diversity, Equity &amp; Inclusion: Building Internal Capacity</b></p> <p><b>Calendar 2022-2023</b></p> <p>01 22 02 22 03 22 04 22 01 23 02 23 03 23 04 23</p> <ul style="list-style-type: none"> <li>Assess Organizational Structure</li> <li>Review DEI Anchors</li> <li>Assess DEI Capacity</li> <li>Identify DEI Entry Points</li> <li>Identify Strategic Goals</li> <li>Develop DEI Training</li> <li>Organize a Strategic Task force</li> <li>Seek Input/ Recommendations</li> <li>Identify Goals &amp; Tactics</li> <li>Develop KPI's</li> </ul> <p><b>DEI Organizational Structure</b></p> </div>	<p><b>As Presented.</b></p>

AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATIONS
	<p><b>Diversity, Equity &amp; Inclusion: Building Internal Capacity</b></p>  <p><b>DEI Assessments</b></p> <ul style="list-style-type: none"> <li>Reviewing Existing REGAL Data &amp; Data Collection Method</li> <li>360 DEI Assessment of HR Policies &amp; Practices + System Review</li> <li>Develop &amp; Deliver DEI Strategist "Training" (Capacity Building)</li> <li>Present Findings &amp; Recommendations to Stakeholders</li> </ul> <p>The committee discussed building academic opportunities and pipelines as well as Human Resources (HR) working collaboratively with the union to address employee concerns. Dr. Martinez mentioned that the Strategic Pillar 6 language is slated to be presented at the November Board meeting. Ms. Alicia Reyes inquired regarding the employee engagement survey and physician staff survey. Mr. Reid stated that Harris Health has interchanged</p>	

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	<p>vendors and that the employee engagement survey will be completed next year. He also noted that the physician engagement survey will be completed the first week of November 2022. A copy the presentation is available in the permanent record.</p>	
<p><b>D. 2023 DEI Committee Schedule</b></p>	<p>Dr. Martinez presented the 2023 DEI Committee Schedule, stating that the committee shall meet on a quarterly basis as prescribed in the DE&amp;I committee charter. Ms. Sara Thomas, Vice President Legal Affairs/Managing Attorney, Harris County Attorney’s Office, stated that she is glad to work with the Board office to work through all of the Board committee charters and scheduling. She noted that the calendar will return to the full Board for final approval.</p>	<p><b>As discussed.</b></p>
<p><b>E. New Items for Discussion</b></p>	<p>Ms. Jennifer Tijerina announced that Ms. Olga Llamas Rodriguez, Vice President, Community Engagement &amp; Corporate Communications, and PPG representatives delivered a presentation regarding the LBJ expansion project to the residents of the near Northside and it was very well received.</p>	
<p><b>IV. Adjournment</b></p>	<p>Moved by Ms. Jennifer Tijerina, seconded by Ms. Alicia Reyes, and unanimously approved to adjourn the meeting. There being no further business, the meeting adjourned at 12:02 p.m.</p>	

I certify that the foregoing are the Minutes of the Meeting of the Diversity Equity and Inclusion Committee of the Board of Trustees of the Harris Health System held on October 12, 2022.

Respectfully submitted,

Marcia Johnson, Chair

Recorded by Cherry Pierson

**Wednesday, October 12, 2022**

**Harris Health System Board of Trustees Board Meeting – Diversity, Equity & Inclusion Committee Attendance**

**Note:** For Zoom meeting attendance, if you joined as a group and would like to be counted as present, please submit an email to: [BoardofTrustees@harrishealth.org](mailto:BoardofTrustees@harrishealth.org) before close of business the day of the meeting.

DE&I COMMITTEE BOARD MEMBERS PRESENT	DE&I COMMITTEE BOARD MEMBERS ABSENT	OTHER BOARD MEMBERS PRESENT
Professor Marcia Johnson (Chair)	Dr. Arthur W. Bracey (Ex-Officio)	
Ms. Alicia Reyes		
Ms. Jennifer Tijerina		

EXECUTIVE LEADERSHIP
Dr. Esmaeil Porsa, President & Chief Executive Officer
Ms. Amy Smith, Senior Vice President, Transitions & Post-Acute Care
Ms.Carolynn Jones, Executive Vice President & Chief Compliance and Risk Officer
Mr. DeWight Dopslauf, Purchasing Agent, Harris County Purchasing
Ms. Errika Perkins, Chief Assistant County Auditor, Harris County Auditor’s Office
Dr. Esperanza (Hope) Galvan, Senior Vice President, Chief Health Officer
Dr. Glorimar Medina-Rivera, Executive Vice President, Ben Taub Hospital
Mr. Jack Adgar, Assistant Purchasing Agent, Harris County Purchasing
Dr. Jobi Martinez, Vice President and Chief Diversity Officer
Dr. Jennifer Small, Executive Vice President, Ambulatory Care Services
Ms. Kari McMichael, Vice President, Controller
Mr. Louis Smith, Senior Executive Vice President & Chief Operating Officer
Ms. Maria Cowles, Senior Vice President, Chief of Staff
Dr. Maureen Padilla, Senior Vice President, Nursing Affairs & Support Services
Mr. Michael Hill, Executive Vice President, Chief Strategy & Integration Officer
Mr. Omar Reid, Executive Vice President, Chief People Officer
Ms. Monica Carbajal, Vice President, Contract Administration
Ms. Olga Llamas Rodriguez, Vice President, Community Engagement & Corporate Communications
Ms. Sara Thomas, Vice President Legal Affairs/Managing Attorney, Harris County Attorney’s Office
Dr. Sandeep Markan, Chief of Staff, Ben Taub Hospital
Dr. Tien Ko, Chief of Staff, Lyndon B. Johnson Hospital

<b>OTHERS PRESENT</b>	
Cherry Pierson	Katie Rutherford
Daniel Smith	Nicholas Bell
Derek Holmes	Paul Lopez
Ebon Swofford	Randy Manarang
Elizabeth Winn	Sharon Brantley-Smith
Jennifer Zarate	Tai Nguyen