

BOARD OF TRUSTEES

Diversity Equity and Inclusion (DEI) Committee

Friday, August 16, 2024 11:30 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

I.	Call to Order and Record of Attendance	Ms. Ingrid Robinson	2 min
II.	Approval of the Minutes of Previous Meeting	Ms. Ingrid Robinson	2 min
	 DEI Committee Meeting – April 9, 2024 		
III.	New Business	Ms. Ingrid Robinson	55 min
	A. Presentation Regarding the M/WBE Annual Report – Mr. Derek Holmes and Dr. Jobi Martinez		(45 min)
	B. Revised 2024 DEI Reporting Schedule – Dr. Jobi Martinez		(10 min)
IV.	Adjournment	Ms. Ingrid Robinson	1 min



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

<u>Tuesday, April 9, 2024</u> <u>11:00 AM</u>

	AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATIONS
I.	Call to Order and Record of Attendance	Ms. Jennifer Tijerina, Presiding Officer, called the meeting to order at 11:02 a.m. It was noted there was a quorum present and the attendance was recorded. The meeting may be viewed online through the Harris Health website: http://harrishealthtx.swagit.com/live.	
II.	Approval of the Minutes of the Previous Meeting — DEI Committee Meeting — February 16, 2024		Moved by Dr. Cody Pyke, seconded by Ms. Marcia Johnson, and unanimously approved the minutes of the February 16, 2024 meeting. Motion carried.
III.	Standing Monthly Reports		
	A. Update Regarding Harris Health's Minority/Women - Owned Business Enterprises (MWBE)	 Ms. Tamala Austin, Business Equity Outreach Manager, Business Development & Strategy, delivered an update regarding Harris Health's Minority and Women – Owned Business Enterprises (MWBE). The MWBE Program highlights were as follows: 2024 has primarily focused on community outreach and the completion of the annual report which will be presented to the DEI Board Committee in April. The Harris Health Program joined the Interagency Mentor Protege Program that includes partners such as the City of Houston, Metro, Port Houston, HISD, HCC, and others. The MWBE Program is currently surveying MWBE vendors to identify areas of opportunity. The MWBE Program continues its "Coffee and Conversations" virtual workshop series. Ms. Marcia Johnson inquired regarding a breakdown of MWBE participation by race, gender, and ethnicity. Mr. Derek Holmes, Vice President, Contract 	As Presented.
		race, gender and ethnicity. Mr. Derek Holmes, Vice President, Contract Administration and Contract Diversity, stated that he will present next month and provide a mid-year update including race, gender and ethnicity.	

IV.	New Business		
	A. Presentation Regarding Community Health Workers: Home Visits	Dr. Chethan Bachireddy, Senior Vice President, Chief Health Officer, delivered a presentation regarding Community Health Workers: Home Visits. Approximately 38 million individuals have diabetes, which is about 1 in every 10 people, whereas, 1 in 5 people don't know that they have diabetes. Dr. Bachireddy provided an overview of Harris Health interventions for diabetes care, population health approach, and a multipronged approach to community health workers. He stated that the Community Health Worker (CHW) Home Visit initiated its pilot program in 2017 to support the A 1 – 115 Delivery System Reform Incentive Payment (DSRIP) program initiatives. In 2023, patients are supported in a hybrid model and staffing was restructured to support emergency care (EC) utilizations. Dr. Bachireddy addressed the programs patient population, primary care engagement, key collaborations, as well as future considerations. Committee discussion ensued regarding the Harris Health System Community Benefits Agreement and strategies to improve health equity and community outreach and education. A copy of the presentation is available in the permanent record.	As Presented.
	B. Consideration of Recommendation for Approval of the Revised DEI Reporting Schedule to the Harris Health System Board of Trustees	The Committee discussed the 2024 Diversity, Equity and Inclusion (DEI) reporting schedule and meeting frequency; discussion was tabled until the next DEI Committee meeting.	Recommendation for Approval Tabled.
٧.	Adjournment	There being no further business, the meeting adjourned at 11:56 a.m.	

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 April 9, 2024.

Respectfully submitted,

Ms. Jennifer Tijerina, MS, Presiding Officer In lieu of Ms. Marcia Johnson, JD, Committee Chair

Recorded by Cherry A. Pierson, MBA



Tuesday, April 9, 2024

Harris Health System Board of Trustees Board Meeting – Diversity, Equity & Inclusion (DEI) 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:

<u>BoardofTrustees@harrishealth.org</u> before close of business the day of the meeting.

DEI COMMITTEE MEMBERS PRESENT	ADDITIONAL BOARD MEMBERS PRESENT	
Ms. Marcia Johnson (Committee Chair)	Dr. Andrea Caracostis (Ex-officio)	
Ms. Jennifer Tijerina	Dr. Cody M. Pyke	

HARRIS HEALTH EXECUTIVE LEADERSHIP, STAFF & SPECIAL INVITED GUESTS					
Alma Aranda	Lindsey "Katie" Rutherford (Harris County Attorney's Office)				
Carolynn Jones	Louis Smith				
Cherry Pierson	Maria Cowles				
Dr. Chethan Bachireddy	Dr. Matasha Russell				
Daniel Smith	Nicholas J. Bell				
Derek Holmes	Olga Rodriguez				
Ebon Swofford (Harris County Attorney's Office)	Omar Reid				
Elizabeth Hanshaw Winn (Harris County Attorney's Office)	Patrick Casey				
Dr. Esmaeil Porsa (Harris Health President & CEO)	Randy Manarang				
Haley Love	Dr. Sandeep Markan				
Jeff Baffour	Sara Thomas (Harris County Attorney's Office)				
Jennifer Zarate	Shawn DeCosta				
Jerry Summers	Dr. Steven Brass				
John Matcek	Tamala Austin				
Krystal Gamarra	Thomas Alexander				

BOARD OF TRUSTEES



Diversity Equity and Inclusion Committee

Friday, August 16, 2024

Presentation Regarding the M/WBE Annual Report

Omar C. Reid, MBA, IPMA, CP

Executive Vice President & Chief People Officer



Contract Diversity Program Update

FY23-24 Annual Presentation

Derek Holmes

Vice President Contract Administration & Contractor Diversity

Overview

- Summary of Year 1 Program Exclusions
- Contract Diversity Program Initial Core Efforts
- FY 2022-2023 Annual Report Summary
- FY 2023-2024 YTD Semi-Annual Report
- Program Key Takeaways and Emerging Initiatives
- M/WBE Testimonial



FY 2022-2023 Annual Report Summary

October 2022 – September 2023

Summary of Year 1 Program Exclusions

Harris Health Total Contracts Awarded Over \$50,000 (October 2022 – September 2023) ~ \$963 Million

Program Exempt Spend

LESS

• ~419 Million (44%)

Examples

- Group Purchasing Organizations
- Sole Source
- Personal Services
- Interlocal Agreements

Procured Prior to the Program

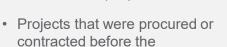
LESS

- ~302 Million (31%)
- contracted before the introduction of the M/WBE Policy
- · As these awards are subject to amendments or terminations the contract values established before the program will begin to decrease

Program Eligible

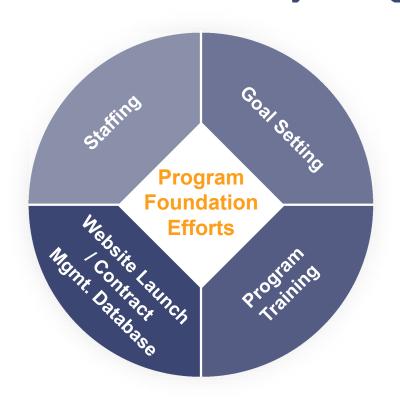
EQUALS

- ~242 Million (25%)
- · This number will continue to increase as awards procured prior to the program begin to term and with increased activity related to LBJ Hospital Construction





Contract Diversity Program Initial Core Efforts



Staffing

Successfully built out CDP staff with 3 full time resources with extensive MWBE program administration experience

Website Launch & Contract Mgmt. Database

Launched Contract Diversity
Website within the Harris Health
URL. Initiated contract
management platform (B2G). This
database assist with outreach,
houses M/WBE directory, goal
setting, and monitors contract w/
M/WBE goals.

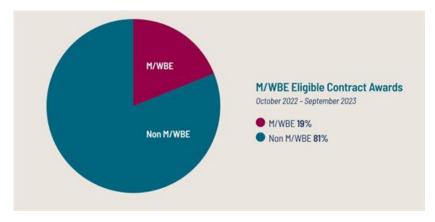
Goal Setting

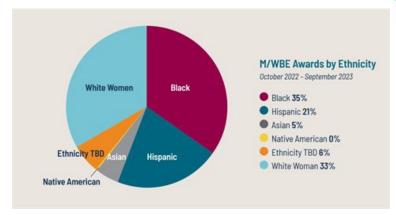
Established goal setting evaluation protocol for all awards >\$50K. Implemented M/WBE touchpoint within the Procurement Process.

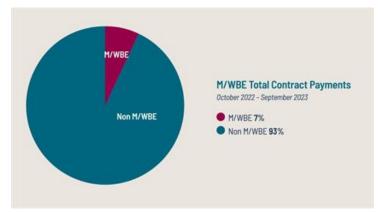
Program Training

Facilitated program trainings to external and internal departments within the Harris Health System. Trainings include targeted focus groups, internal trainings, and program awareness sessions.

FY 2023 Executive Summary







HARRISHEALTH SYSTEM

FY22-23 Awards Summary by Contract Type

Contract Awards with M/WBE Goals	Contract Count	M/WBE Contract Count	Non M/WBE Amount	M/WBE Amount	Total Amount Awarded	M/WBE %
Professional Services	23	23	\$63,633,443	\$27,213,690	\$90,847,133	30.0%
Construction	15	15	\$19,906,534	\$9,241,796.74	\$29,148,331	31.7%
Goods & Services	19	18	\$9,855,498	\$6,219,089	\$16,074,587	38.7%
Total	57	56	\$93,395,475	\$42,674,576	\$136,070,051	31.36%

Contract Awards without Subcontracting Opportunities	Contract Count	M/WBE Contract Count	Non M/WBE Amount	M/WBE Amount	Total Amount Awarded	M/WBE %
Minimal M/WBE Availability	18	0	\$37,494,770	\$-	\$37,494,770	0.0%
Specialized, Technical, or Unique in Nature	67	8	\$32,395,682	\$2,048,997	\$34,444,679	5.9%
Non-Divisible	36	3	\$21,808,478	\$379,242	\$22,187,720	1.7%
Drop Shipped	17	0	\$9,295,376	\$-	\$9,295,376	0.0%
Со-ор	4	1	\$2,175,775	\$707,260	\$2,883,035	24.5%
Emergency	1	0	\$68,483	\$-	\$68,483	0.0%
Total	143	12	\$103,238,564	\$3,135,499	\$106,374,063	2.95%
Total Eligible	200	68	\$196,634,039	\$45,810,075	\$242,444,114	18.90%

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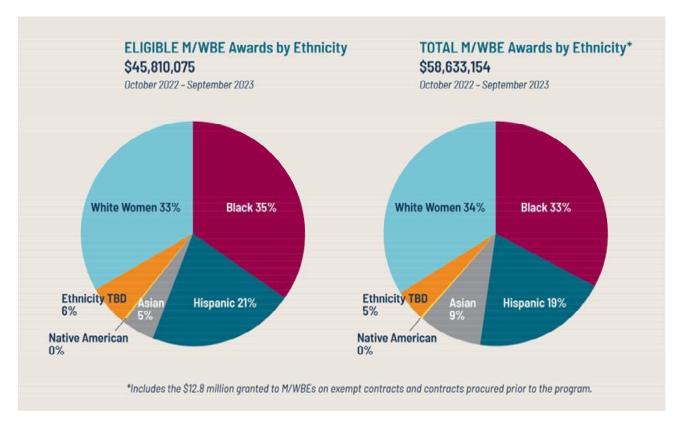
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FY22-23 Awards Summary by Ethnicity & Gender

Ethnicity & Gender	Total Eligible Award	Award %	2022 Disparity Study	Var (+/-)
Black	\$15,927,875	6.6%	0.0%	6.6%
Hispanic	\$9,750,498	4.0%	2.3%	1.7%
Asian	\$2,139,167	0.9%	0.3%	0.6%
Native American	\$31,687	0.0%	0.0%	0.0%
MBE	\$27,849,227	11.6%	2.6%	9.0%
White Women	\$15,248,703	6.3%	5.3%	1.0%
Ethnicity TBD ¹	\$2,712,145	1.1%	N/A	N/A
M/WBE	\$45,810,075	18.9%	7.9%	11.0%
Non-M/WBE	\$196,634,039	81.1%	92.1%	-11.0%
Total	\$242,444,114	100%		

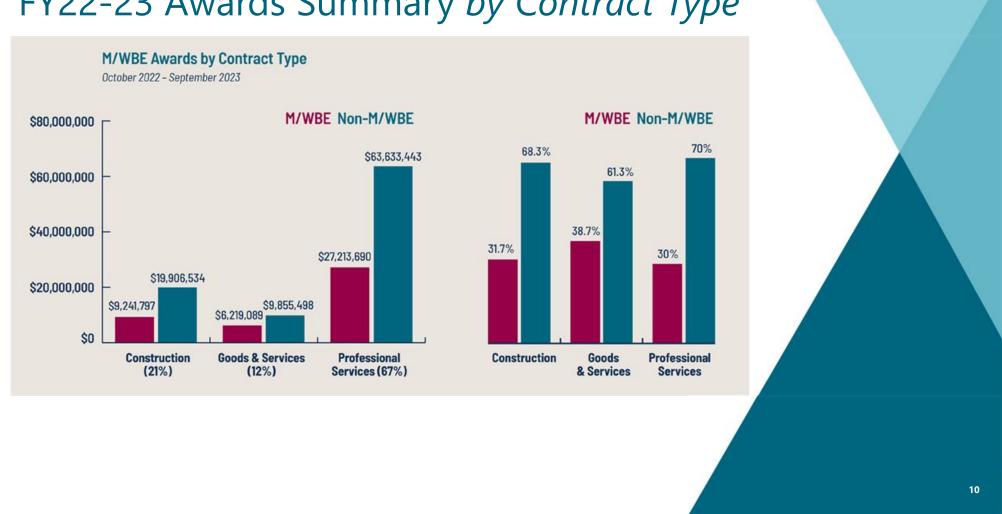
¹Ethnicity TBD equates to M/WBE awards not yet subcontracted to a specific firm, therfore ethnicity is unknown.

FY22-23 Awards Summary Eligible vs Non-Eligible by Ethnicity





FY22-23 Awards Summary by Contract Type



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FY22-23 Awards Summary by Industry Type

M/WBE Awards by Industry Type

October 2022 - September 2023

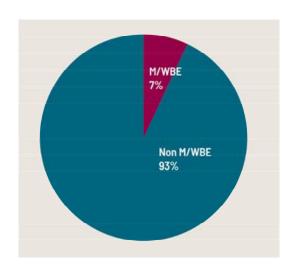
Industry Type	# of Certified Firms Used	% of Utilization	M/WBE Total Award \$	Avg. M/WBE Award per Industry Type
Architectural & Engineering	28	33%	\$19,366,946	\$691,677
Administrative and Support	13	21%	\$12,597,433	\$969,033
Construction	36	14%	\$7,922,548	\$220,071
Wholesale Trade	9	9%	\$5,318,756	\$590,973
Professional and Technical Services	19	8%	\$4,489,898	\$236,310
Health Care and Social Assistance	2	5%	\$3,120,000	\$1,560,000
Information Technology	4	5%	\$2,797,960	\$699,490
Manufacturing	6	3%	\$1,559,843	\$259,974
Real Estate and Leasing	3	1%	\$532,839	\$177,613
Finance & Insurance	1	1%	\$375,000	\$375,000
Retail Trade	3	1%	\$304,722	\$101,574
Transportation & Warehousing	1	0%	\$189,600	\$189,600
Public Administration	1	0%	\$57,609	\$57,609
Total	126	100%	\$58,633,154	\$465,342



FY22-23 Payment Summary

Harris Health paid a total of \$255,986,188 in Fiscal Year 2023 to firms engaged in Construction, Professional Services and Goods & Services contracts. Among these, \$17,672,998 was distributed to certified M/WBE Primes and Subcontractors, resulting in an average payment rate of 7% to M/WBEs.

M/WRF Payments by Ethnicity and Gender



Ethnicity & Gender	Total Payments	Payment %
Black	\$2,779,398	1.09%
Hispanic	\$833,580	0.33%
Asian	\$931,351	0.36%
Native American	S-	0.00%
MBE	\$4,544,329	1.78%
White Women	\$13,128,669	5.13%
M/WBE	\$17,672,998	6.90%
Non-M/WBE	\$238,313,190	93.10%
Total	\$255,986,188	100%

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FY22-23 Payment Summary by Contract Type

M/WBE Payments by Contract Type

October 2022 - September 2023

Contract Type	Non - M/WBE Amount	M/WBE Amount	Total Amount	M/WBE %
Goods & Services	\$109,952,615	\$5,007,222	\$114,959,837	9%
Construction*	\$46,058,500	\$-	\$46,058,500	0%
Professional Services	\$82,302,075	\$12,665,776	\$94,967,851	8%
Total	\$238,313,190	\$17,672,998	\$255,986,188	7%

^{*}Most Construction contracts with payments during this period were awarded prior to the M/WBE Program. Subcontractor data was not available at the time of this report.

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FY22-23 Outreach & Training Summary

Outreach / Training Mechanism

Description of activities performed

In Person Events

of Events: 39
Approx. # of Attendees: 3,623

- How to do Business with Harris Health
 - · Procurement 101 with Harris County and Precincts
 - Focused Outreach with LBJ Expansion Partners
 - Other strategic partnerships

Virtual Events

of Events: 5
Approx. # of Attendees: 220

 Coffee & Conversations series aims to help small businesses connect to opportunities within Harris Health. The series is held every 3rd Monday of the month.

Electronic Communications

of Events: 30
Approx. # of Attendees: 17,230

 Communications as it pertains to upcoming bids, events and opportunities using the campaign feature in B2G.

Focus Groups

of Events: 10 Approx. # of Attendees: 102 Multiple meetings with MBEs through the Greater Houston Partnership

· Scheduled Harris Health IT and other departments.

Capacity Building Training

Events Date: Multiple
Approx. # of Attendees: 200

• Inaugural Contractor Training - 175

· MWBE Firms and 10 Prime Contractors

• Building & Capacity Program – 25 Firms

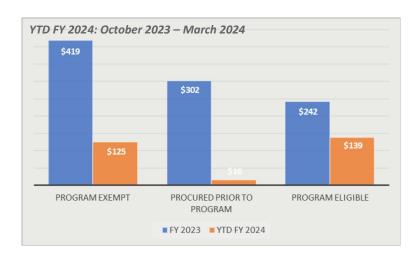




FY 2023-2024 Semi-Annual Report

October 2023 – March 2024

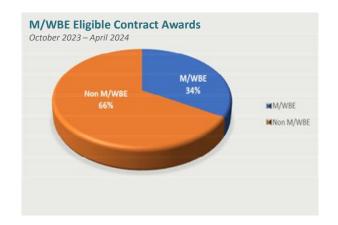
Program Exclusions – Year 1 vs. Current YTD

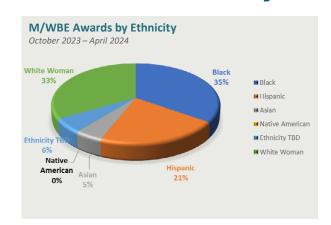


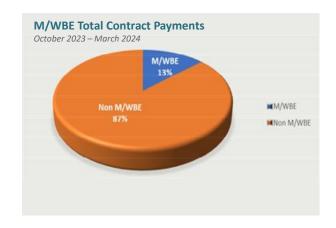
Key Point:

 Forecasting approximately 90% reduction in awards procured prior to program from Yr. 1 (FY23) to Yr. 2 (FY24)

FY23-24 YTD Executive Summary









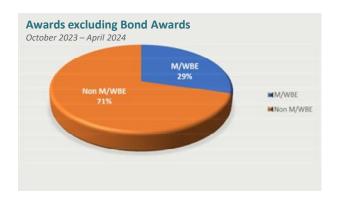
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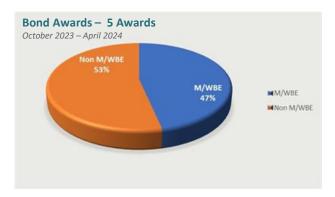
FY23-24 YTD Awards Summary by Contract Type

OCTOBER 2023 - APRIL 2024									
Contract Awards with M/WBE	Contract Count	MWBE Contract		Non MWBE Amount		MWBE Amount	F	otal Amount Awarded	MWBE %
Goals	Contract Count	Count		Non WW BE Amount		IVIVV BE AMOUNT	Ξ	otal Amount Awarded	IVIVV DE %
Construction	22	22	\$	37,419,224	\$	19,488,330.73	\$	56,907,555	34.2%
Goods & Services	32	32	\$	13,286,681	\$	9,458,305	\$	22,744,986	41.6%
Professional Services	58	58	\$	30,755,192	\$	34,268,561	\$	65,023,753	52.7%
Total	112	112	\$	81,461,098	\$	63,215,196	\$	144,676,294	43.69%

Contract Awards without Subcontracting Opportunities	Contract Count	MWBE Contract Count	Non MWBE Amount	MWBE Amount	To	otal Amount Awarded		MWBE %
Drop Shipped	14	0	\$ 5,707,911	\$ -	\$	5,707,911		0.0%
Emergency	1	0	\$ 116,572	\$ -	\$	116,572		0.0%
Minimal M/WBE Availability	4	0	\$ 1,077,140	\$ -	\$	1,077,140		0.0%
Non-Divisible	14	0	\$ 6,717,960	\$ -	\$	6,717,960)	0.0%
Specialized, Technical, or Unique in	51	0	\$ 29,774,579	\$ -	\$	29,774,579		0.0%
Total	84	0	\$ 43,394,162	\$	\$	43,394,162		0.00%
Total Eligible	196	112	\$ 124,855,260	\$ 63,215,196	\$	188,070,456		33.61%

FY23-24 YTD Total Awards vs. Bond Awards





Project Count	5			
Contract Awards with M/WBE Goals	Non/MWBE	M/WBE	Total	M/WBE % Total
Construction	\$ 25,029,633	\$ 14,031,307	\$ 39,060,940	36%
Professional Services	\$ 629,820	\$ 8,357,455	\$ 8,987,275	93%
Goods & Services	\$ -	\$ -	\$ -	N/A
Total	\$ 25,659,453	\$ 22,388,762	\$ 48,048,215	47%

HARRISHEALTH SYSTEM

FY23-24 YTD Awards by Ethnicity & Gender

OCTOBER 2023 - APRIL 2024

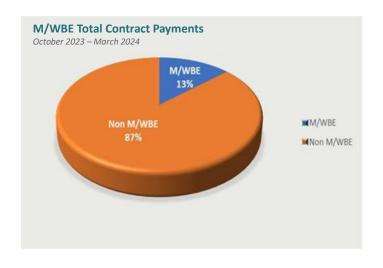
Ethnicity & Gender	Total Eligible Award		FY 2024 YTD Award %	FY 2023 Award %	Var (+/-)	2022 Disparity Study
Black	\$	9,851,445	5.2%	6.6%	-1.4%	0.0%
Hispanic	\$	23,351,703	12.4%	4.0%	8.4%	2.3%
Asian	\$	11,045,035	5.9%	0.9%	5.0%	0.3%
Native American	\$	125,290	0.1%	0.0%	0.1%	0.0%
MBE	\$	44,373,473	23.6%	11.5%	12.1%	2.6%
White Women	\$	11,497,010	6.1%	6.3%	-0.2%	5.3%
Ethnicity TBD ¹	\$	7,344,714	3.9%	1.1%	2.8%	N/A
M/WBE	\$	63,215,197	33.6%	17.8%	15.8%	7.9%
Non-M/WBE	\$	124,855,260	66.4%	82.2%	-15.8%	92.1%
Total	\$	188,070,457	100%	100.0%		

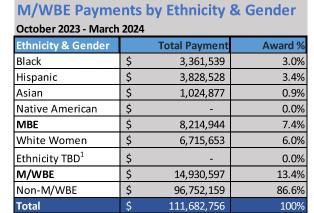
¹ Ethnicity TBD equates to M/WBE awards not yet subcontracted to a specific firm, therfore ethnicity is unknown.



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FY23-24 YTD Payment Summary





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FY23-24 YTD Payments by Contract Type

M/WBE Payments by Contract Type

October 2023 - February 2024

Payment	Non M/WBE	M/WBE	Total	M/WBE%
Good and Services	\$ 62,864,805	\$ 1,814,310	\$ 64,679,115	3%
Professional Services	\$ 23,309,534	\$ 8,205,020	\$ 31,514,554	26%
Construction	\$ 10,577,819	\$ 4,911,267	\$ 15,489,086	32%
TOTAL	\$ 96,752,159	\$ 14,930,597	\$ 111,682,756	13%

FY23-24 Outreach & Training Summary

Outreach / Training Mechanism

Description of activities performed

In Person Events

of Events: 15 Approx. # of Attendees: 2,130

Virtual Events

of Events: 7 Approx. # of Attendees: 267

Electronic Communications

of Post: **15** Approx. # of Attendees: 40.290

Focus Groups

of Events: 3 Approx. # of Attendees: 12

Scheduled Training

Events Date: Multiple Approx. # of Attendees: ~400

- · How to do Business with Harris Health
- Procurement 101 with Harris County and Precincts
- Focused Outreach with LBJ Expansion Partners
- · Other strategic partnerships
- · Coffee & Conversations series aims to help small businesses connect to opportunities within Harris Health. The series is held every 3rd Monday of the month.
- · Communications as it pertains to upcoming bids, events and opportunities using the campaign feature in B2G.
- · Multiple meetings with MBEs through the Greater Houston Partnership
- · Scheduled Harris Health IT and other departments.
- · Leadership Forum April 16th
- · Reoccurring SABA Training
- Annual CDP Training September 2024



The Metropolitan Transit Authority of Harris County TX, City of Houston, Houston Independent School District (H.I.S.D.), Port Houston, Houston Community College and Harris Health System have teamed up to offer the Interagency Mentor Protégé Program (IMPP). IMPP exists to foster and strengthen long-term, effective working relationships between established emerging businesses.

Benefits for participating in IMPP include, but are not limited to:

- · Understanding business financials and bidding
- · Creating and strengthening working relationships between established and emerging companies
- . Understanding how to do business with local government agencies
- · Gaining technical assistance in specific areas

Program Requirements

- . Currently certified as a small, womanowned, veteran-owned, minority-owned or Disadvantaged Business Enterprise (DBE) by the City of Houston, METRO's Office of Economic Business Opportunity or hold a current registration from Port Houston, HIS Dor HCC
- . In continuous operation for at least 24 months
- . Documented revenue between \$150,000 and \$4 million over the past three (3) years
- . Minimum of four (4) employees
- . Must be able to commit to nine (9) workshops
- . Must be able to identify the type of guidance needed for development

Program Details

NOTE: You may be asked to submit documents to verify or add to informatio on your application. Failure to submit verifying documer disqualification of your application.

- · Program Length:
- . Class Time:
- 6 8 p.m. every Tuesday
- Location:
- Application Deadline: March 31, 2024
- · Program Start Date:
- · Apply online: www.haustonbx.gov/obo/mentor_protege.html

PLEASE NOTE: IMPP is neither designed nor intended to meet any legal standard set by federal, state, local or other public agencies. Participation in IMPP is NOT a guarantee for a contracting opportunity with any participating or sponsoring







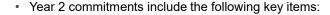


METRO SideMETRO.org - Call or text 713-635-4000

Key Takeaways & Emerging Initiatives

Program Traction & Natural Progression Year 1 vs. Year 2

- Significant effort Yr. 1 committed to formal program establishment
 - · Building Out Staff
 - · Launching initial website
 - Community "program introduction" outreach efforts
 - · Internal & External Training Procedures
 - Introducing M/WBE evaluation (goal setting)/reviews (plan review) during procurement process
 - Establishing B2G (Contracting Database)



- Key items
 - Increase staff
 - Grow outreach and resources
 - Improve data
 - SABA Training for Employees
 - Finalize Administrative Procedures



Expansive Exclusions to Program in Year 1 vs. Year 2

- Approximately 75% of awards from Yr. 1 were either procured prior program or exempt by policy from program,
 - As these awards come up for renewal or expire, they will be evaluated for M/WBE opportunities
 - Procurement categories currently exempt from the CDP program will be evaluated for potential inclusion in program



Year 2 commitments include the following key items:

- Key Items
 - Realized a increase in pool of eligible MWBE awards (Pg 16)
 - Joined the Supplier Diversity Roundtable Committee with Premier & Healthcare Industry Champion with the Greater Houston Partnership
 - Elevated and targeted outreach with increased program awareness and event attendance

Questions



BOARD OF TRUSTEES



Diversity Equity and Inclusion Committee

Friday, August 16, 2024

Revised 2024 DEI Reporting Schedule

Omar C. Reid, MBA, IPMA, CP

Executive Vice President & Chief People Officer



Diversity Equity and Inclusion Committee

REVISED 2024 DEI REPORTING SCHEDULE

January 2024	Employee Engagement Survey Findings, Food Bank Update			
February 2024	DEI Survey Analysis			
March 2024	Meeting Canceled			
April 2024	CHW Home Visits			
May 2024	Meeting Canceled			
June 2024	Meeting Canceled			
July 2024	Break (No Committee meetings scheduled for the month of July)			
August 2024	MWBE Annual Report			
September 2024 Patient Perspectives on Access to Care				
	F/U DEI Data Analysis			
October 2024	Community Engagement			
November 2024	Health-Harming Legal Needs Medical-Legal Partnership			
December 2024	Break (No Committee meetings scheduled for the month of December)			

Revised: 01.12.24; 04.09.24; 08.07.24