



KUOW, DEI Committee: August 11, 2022 Meeting

KUOW – Zoom & In-Person | Aug 11, 2022 at 3:30 PM – 5:00PM PDT

In-Person Location: UW Tower Board Room: 4333 Brooklyn Ave NE, Seattle WA 98105

Virtual Location: Zoom

Agenda

I. Committee Purpose

Diversity, Equity and Inclusion Committee

Statement of Purpose

- (1) provide guidance, and recommendations, and information to the Board on matters relating to DEI, culture, and training as they relate to KUOW and Board activity
- (2) assist with the development and reporting of KUOW initiatives advancing DEI efforts
- (3) perform such other functions required by law or otherwise as are necessary or appropriate to further the Committee’s purposes or as may from time to time be delegated to the Committee by the Board.

II. Welcome and Call to Order

3:30 PM

Presenter: Ian Warner

A. Invitation to Disclose Possible Conflicts of Interests

B. Approval of May 12, 2022, DEI Committee Meeting Minutes

III. Station Business Report

3:35 PM

A. RET Team Update

IV. Committee Business

3:45 PM

A. Resolution of Committee Creation

B. Charter Review Update

C. Draft Board DEI Philosophy

D. Continue Workplan Creation

E. DEI Training Sessions

1. Session #1 Debrief

2. Session #2 Planning

V. Other Business

VI. Topics for Full Board Meeting Agenda

A. Upcoming BOD Meeting: 9/22/2022

VII. Public Comment/Executive Session

VIII. Adjourn

IX. Date of Next Meeting: Thursday, October 6, 2022



APPROVED KUOW, DEI Committee: August 11, 2022 Meeting

KUOW – Zoom & In-Person | Aug 11, 2022 at 3:30 PM PDT

In-Person Location: UW Tower Board Room: 4333 Brooklyn Ave NE, Seattle WA 98105

Virtual Location: Zoom

Attendance

Members Present (Remote): Michelle Merriweather, Virginia Anderson

Members Absent: Irwin Goverman, Christopher Jay, Ian Warner

Staff Present (In-Person): Ryleigh Brimhall, Shawnteasha Crow

Staff Present (Remote): Caryn Mathes

Guests Present (Remote): Amelia Peacock

I. Welcome and Call to Order

- i. Ms. Merriweather called the meeting to order at 3:45 PM.
- ii. Invitation to Disclose Possible Conflicts of Interests
 - i. There was no conflicts of interest.
- iii. Approval of May 12, 2022, DEI Committee Meeting Minutes
 - i. Given the lack of quorum in this committee meeting, we could not move or vote to approve the May 12, 2022 committee meeting minutes.

II. Station Business Report

- i. RET Team Update
 - i. Ms. Peacock provided an update on KUOW Racial Equity Team (RET). On Thursday, August 11th RET hosted an Open House to discuss new projects and answer any questions of the staff. Additionally, the Transforming Organizational Culture Assessment (TOCA) survey has been deployed and the RET team is beginning to interpret the data and will report back.

III. Committee Business

- i. Charter Review Update
 - i. The committee spent time reviewing, discussing, and leaving comments in the drafted DEI Committee Charter.
- ii. DEI Training Sessions
 - i. Due to time constraints we did not discuss the July DEI Training or the upcoming September training.

IV. Topics for Full Board Meeting Agenda

- i. The Committee discussed bringing the updated DEI Charter to the September board meeting.

V. Adjourn

- i. Ms. Merriweather adjourned the meeting at 5:01 PM.



KUOW, DEI Committee: October 6, 2022 Meeting - Please confirm your availability

KUOW

Oct 6, 2022 at 3:30 PM PDT to Oct 6, 2022 at 5:00 PM PDT

Agenda

I. Committee Purpose

Diversity, Equity and Inclusion Committee

Statement of Purpose

1. provide guidance, and recommendations, and information to the Board on matters relating to DEI, culture, and training as they relate to KUOW and Board activity
2. assist with the development and reporting of KUOW initiatives advancing DEI efforts
3. perform such other functions required by law or otherwise as are necessary or appropriate to further the Committee's purposes or as may from time to time be delegated to the Committee by the Board.

II. Welcome and Call to Order

3:30 PM

Presenter: Ian Warner

A. Invitation to Disclose Possible Conflicts of Interests

B. Approval of DEI Committee Meeting Minutes

1. **May 12, 2022 DEI Committee Meeting Minutes**
2. **August 11, 2022 Committee Meeting Minutes**

C. Overview of Meeting

III. RET Update

3:40 PM

Presenter: Amelia Peacock

RET & DEI collaboration

IV. Committee Business

Presenter: Ian Warner

A. September DEI Training Debrief

3:50 PM

B. On-Site Committee Meeting Discussion

4:00 PM

C. DEI Philosophy Statement Review

4:10 PM

V. Topics for Executive Committee Meeting Agenda

4:40 PM

A. Exec Committee Meeting: Thursday, Nov 3, 2022

B. BOD Meeting (Annual Meeting): Thursday, Nov 17, 2022

VI. Public Comment/Executive Session

4:45 PM

VII. Adjournment

4:55 PM



APPROVED KUOW, DEI Committee: October 6, 2022 Meeting Minutes

KUOW – Zoom & In-Person | Oct 6, 2022 at 3:00 PM PDT

In-Person Location: UW Tower Board Room: 4333 Brooklyn Ave NE, Seattle WA 98105

Virtual Location: Zoom

Attendance

Members Present (Remote):

Michelle Merriweather, Irwin Goverman, Ian Warner

Members Absent:

Virginia Anderson

Staff Present (Remote): Shawnteasha Crow, Amelia Peacock, Fieta Robinson, Kerry Swanson

Staff Present (In-Person): Ryleigh Brimhall

I. Welcome and Call to Order

- i. Mr. Warner called the meeting to order at 3:33pm
- ii. Invitation to Disclose Possible Conflicts of Interests
 - i. Mr. Warner called for committee members to express any conflicts of interest, and none were expressed.
- iii. Approval of DEI Committee Meeting Minutes
 - i. **Motion:** Mr. Warner called for unanimous consent for the approval of the May 12, 2022 & August 11, 2022 DEI Committee Meeting Minutes
 - ii. Motion moved by Irwin Goverman. Without objection, the May and August meeting minutes were approved.
- iv. Overview of Meeting
 - i. Mr. Warner provided an overview of the meeting's agenda and requested the addition of the any additional agenda topics.

II. RET Update

- i. Ms. Peacock provided the committee with an update and high-level overview of the end of year and what is to come in the new year. On October 19th there will be a kickoff meeting for the race-based caucus groups. In November Scott Winn (Racial Equity Consultant) will be presenting to staff results and insights from the Transforming Organizational Cultural Assessment tool (TOCA). And in December the RET team will focus REDI plan progress, lessons, and preparing to present findings and insight to the Board. The Committee discussed and will pursue having Scott present at the Annual Meeting on November 17, 2022.

III. Committee Business

- i. September DEI Training Debrief
 - i. Mr. Warner gave a brief overview of the September DEI training and the feedback received from Board members. An area of growth for the future included increasing Board attendance and receiving more Board feedback. Overall, the Committee felt the training went well and would continue to partner with Brevity & Wit.
- ii. On-Site Committee Meeting Discussion
 - i. The Committee discussed the pros and cons of having in-person on-site meetings and necessary adjustments that would be needed to meet the Committee needs. Some topics discussed included but were not limited to: time of day and the location of meetings.
- iii. DEI Philosophy Statement Review
 - i. The Committee took time to review and take notes on the current draft of the DEI Philosophy Statement prior to discussing and making edits. Mr. Warner expressed that the DEI Philosophy Statement is close to being complete and will be prepared to share at the Executive Committee meeting.

IV. Topics for Executive Committee Meeting Agenda

- i. Exec Committee Meeting: Thursday, Nov 3, 2022
 - i. Mr. Warner will share the update DEI Philosophy Statement and Scott Winn's presentation at the Annual meeting.

V. Public Comment/Executive Session

- i. There were no members of the public in attendance and no public comments were made. Mr. Warner did not call for an Executive Session.

VI. Adjournment

- i. Mr. Warner adjourned the meeting at 4:55pm.



KUOW, DEI Committee January 26 Meeting

KUOW

Jan 26, 2023 at 3:30 PM PST to Jan 26, 2023 at 5:00 PM PST

Agenda

Committee Purpose

Diversity, Equity, and Inclusion Committee

Statement of Purpose

1. provide guidance, and recommendations, and information to the Board on matters relating to DEI, culture, and training as they relate to KUOW and Board activity
2. assist with the development and reporting of KUOW initiatives advancing DEI efforts
3. perform such other functions required by law or otherwise as are necessary or appropriate to further the Committee's purposes or as may from time to time be delegated to the Committee by the Board.

Meeting Objectives & Questions

Objectives:

- Welcome the committee and new members.
- Review and discuss foundational documents.
- Discuss meetings with all board committee chairs to discuss DEI philosophy integration.

Questions:

1. What do we want to do differently this year?
 - o The same?
2. Should we ask committee chairs to get written feedback on DEI philosophy integration or have them meet with us or both?

I. Welcome and Call to Order	3:30 PM
A. Welcome New Members	
B. Invitation to Disclose Possible Conflicts of Interests	
C. Approval of DEI Committee Meeting Minutes	
1. October 06, 2022 DEI Committee Meeting Minutes	
D. Overview of Meeting	
II. Station Business	
A. RET Update	3:35 PM
B. TOCA Report	
1. Presentation	3:40 PM
2. Q&A Discussion	4:00 PM
III. Committee Business	
A. Workplan Review & Discussion	4:15 PM
1. Diversity Equity and Inclusion Philosophy Statement	
B. DEI Training Initial Ideas	4:35 PM
C. DEI Committee/PSPR Board + KUOW RET Partnership Discussion	4:40 PM
D. On-Site Committee Meeting Discussion	4:45 PM
IV. Topics for Executive Committee Meeting Agenda	4:50 PM
A. Exec Committee Meeting: Thursday, Feb 9, 2023	
B. BOD Meeting: Thursday, Feb 23, 2023	
V. Public Comment/Executive Session	4:55 PM
VI. Adjournment	



APPROVED KUOW, DEI Committee: January 26, 2023 Meeting Minutes

KUOW – Zoom & In-Person | Jan 26, 2023 at 3:30 PM PST

In-person Location: UW Tower Board Room: 4333 Brooklyn Ave NE, Seattle, WA 98105

Virtual Location: Zoom

Attendance

Members Present (Remotely): Carmen Cano, Irwin Goverman, Caryn Mathes, Filiz Efe McKinney, Michelle Merriweather, Ian Warner, Sharon Nyree Williams

Members Absent: Wassef Haroun

Staff Present (In-Person): Ryleigh Brimhall

Staff Present (Remotely): Shawnteasha Crow, Fieta Robinson, Kerry Swanson

Guests: Amelia Peacock, Scott Winn

I. Welcome and Call to Order

- i. Mr. Warner called the meeting to order at 3:33 pm.
- ii. Welcome New Members
 - i. Mr. Warner opened the meeting with welcoming remarks and gave everyone time to introduce themselves.
- iii. Invitation to Disclose Possible Conflicts of Interests
 - i. Mr. Warner invited committee members to disclose any possible conflicts of interest, and none were expressed.
- iv. Overview of Meeting
 - i. Mr. Warner provided an overview of the meeting.
- v. Approval of DEI Committee Meeting Minutes
 - i. October 6, 2022, DEI Committee Meeting Minutes
 - a. **Motion:**
Mr. Warner called for a motion to approve the DEI October 6th Meeting Minutes.
Motion moved by Irwin Goverman and motion seconded by Filiz Efe McKinney.
With one abstain and no objections, the meeting minutes were approved.

II. Station Business

- i. RET Update
 - i. Ms. Peacock and Ms. Robinson shared brief updates from the Racial Equity Team (RET). In their share, the RET has two upcoming race-based caucus meetings with Mr. Winn and Mr. Baptiste and spending time with the RET on updating and reviewing the Racial Equity Diversity and Inclusion (REDI) plan. Lastly, the RET Liaisons shared that DEI Lunch and Learns have started again within the Station, and the first presenter was Greg Taylor on Reimagining Racial Equity.

ii. TOCA Report

- i. Mr. Winn shared the preliminary results from the 2022 Transforming Organizational Culture Assessment (TOCA) topics: remarks on culture and conflict, hiring and promotion, and distribution of information and resources. Mr. Winn shared key findings of comparison from the 2020 TOCA survey; for example, 84% of staff took the 2022 survey, and 44% identified as Black/POC/Multicultural*. Mr. Winn concluded his presentation by taking questions from the Committee and discussing future recommendations and strategies for advancing equity work on the Board and with the RET team.

*Mr. Winn highlighted that the survey grouped Black/POC/Multicultural into one group to support protecting the anonymity of surveyors.

III. Committee Business

i. Workplan Review & Discussion

i. Diversity Equity and Inclusion Philosophy Statement

- a. Mr. Warner led the Committee in a discussion on incorporating the DEI Philosophy within the regulatory work that each committee on the Board does.

ii. DEI Training Initial Ideas

- i. In this discussion of DEI Training, the Committee acknowledged many topics for future trainings, yet a specific theme had yet to be decided.

iii. DEI Committee/PSPR Board + KUOW RET Partnership Discussion

- i. Mr. Warner invited all Committee members to attend the RET meetings and to observe and support the RET. Ms. Peacock and Ms. Robinson also endorsed this invitation because the staff welcomed the board's observational participation and thought it would build positive rapport on the RET.

iv. On-Site Committee Meeting Discussion

- i. The Committee discussed the possibility of on-site meetings, but there was a need for further discussion on the topic.

IV. Topics for Executive Committee Meeting Agenda

- i. The topics that the committee wanted to bring to the executive and full board meetings were adding DEI Lens questions to the opening of all committee meetings (i.e., like COI), the DEI Committee 2023 Workplan, whether the Board should take the TOCA or add something similar to the rotation of surveys the Board takes annually and having other Committee chairs attend DEI meetings.

V. Public Comment/Executive Session

- i. There were no members of the public in attendance at UW Tower or via Zoom, and no public comment was made. There was no Executive Session called.

VI. Adjournment

- i. Mr. Warner adjourned the meeting at 5:02 pm.



KUOW, DEI Committee March 23 Meeting RSVP REQUIRED

KUOW

Mar 23, 2023 at 3:30 PM PDT to Mar 23, 2023 at 5:00 PM PDT

Agenda

Committee Purpose

Diversity, Equity and Inclusion Committee

Statement of Purpose

1. provide guidance, and recommendations, and information to the Board on matters relating to DEI, culture, and training as they relate to KUOW and Board activity
2. assist with the development and reporting of KUOW initiatives advancing DEI efforts
3. perform such other functions required by law or otherwise as are necessary or appropriate to further the Committee's purposes or as may from time to time be delegated to the Committee by the Board.

DEI Lens Qs (Pre-Meeting)

DEI Lens Questions

Encourage all Board members to consider these guiding questions as they engage in their work:

- o What would be my default decision or solution in this situation?*
- o Who benefits from this default approach?*
- o Whose perspectives are missing?*
- o What steps will I take to make a more equitable decision or design a more equitable solution?*

I. Welcome and Call to Order

3:30 PM (5 Mins)

A. Invitation to Disclose Possible Conflicts of Interests

B. Approval of DEI Committee Meeting Minutes

1. January 26, 2023 DEI Committee Meeting Minutes

C. Overview of Meeting

II. Station Business 3:35 PM

A. RET Update 10 Mins

III. Committee Business 3:45 PM

A. GOV & DEI Committee Discussion 40 Mins

B. Finalize Workplan 10 Mins

C. DEI Training Update 15 Mins

IV. Topics for Executive Committee Meeting Agenda

4:50 PM

A. Exec Committee Meeting: Thursday, April 13, 2023

B. BOD Meeting: Thursday, April 27, 2023

V. Public Comment/Executive Session

4:55 PM

VI. Adjournment



APPROVED KUOW, DEI Committee

March 23, 2023 Meeting Minutes

KUOW – Zoom & In-Person | Mar 23, 2023 at 3:30 PM PST

In-person Location: UW Tower Board Room: 4333 Brooklyn Ave NE, Seattle, WA 98105

Virtual Location: Zoom

Attendance

Members Present (Remotely): Ian Warner, Irwin Goverman, Filiz Efe McKinney, Michelle Merriweather, Sharon Nyree Williams, David Landau, Andy McGovern

Members Absent: Wassef Haroun, Carmen Cano

Staff Present (In-Person): Ryleigh Brimhall

Staff Present (Remotely): Fieta Robinson, Kerry Swanson

I. Welcome and Call to Order

- i. Mr. Warner called the meeting to order at 3:34 pm.
- ii. Invitation to Disclose Possible Conflicts of Interests
 - i. Mr. Warner invited committee members to disclose any possible conflicts of interest, and none were expressed.
- iii. Overview of Meeting
 - i. Mr. Warner provided an overview of the meeting.
- iv. Approval of DEI Committee Meeting Minutes
 - i. January 26, 2023, DEI Committee Meeting Minutes
 - a. **Motion to Approve Minutes:**
Mr. Warner called for a motion to approve the DEI January 23rd Committee Meeting Minutes.
Motion moved by Irwin Goverman and motion seconded by Filiz Efe McKinney. With no objections, the meeting minutes were approved.

II. Station Business

- i. RET Update
 - i. Ms. Robinson updated the committee on Racial Equity Team (RET). She highlighted the RET presenting their workplan for the calendar year at the March All-Staff meeting. The Staff Caucus Group finished its pilot program, and due to its success, it will be continued. RET planned on implementing an emerging Manager Essentials Training (MET) workshop to improve supervisors' ability to manage and support KUOW's diverse workforce. The Gallup Survey's results were released, and the staff reviewed it.

III. Committee Business

i. DEI Training Discussion

- i. After hearing about the MET workshop, the committee discussed the value of having similar training for board members. Ms. Robinson showed a draft of the MET workshop presentation.

There was also discussion of including a "DEI Lens One-Pager" in the New Member Orientation book with what it means to view the Board's work through that lens.

Due to budget and training planning considerations, the DEI Training was rescheduled for September 2023 from July 2023.

ii. GOV & DEI Committee Discussion

- i. Mr. Warner introduced Governance (GOV) Committee Leadership, Irwin Goverman, Chair, and David Landau, Vice Chair, to present how their committee utilized the DEI Lens in their 2023 workplan.

Mr. Goverman highlighted adding the DEI Lens Questions to the beginning of the GOV Meeting Agendas, focusing on the principles of DEI Lens in their board recruitment and alternative methods of recruitment, the use of the "Board Buddy" system to further engage with new members, and being aware of the lens with the annual board retreat. Mr. Landau added that receiving feedback through the bi-annual board assessment to identify opportunities to improve. An example of this improvement was GOV being more transparent with the recruitment process.

iii. Finalize Workplan

- i. Mr. Warner updated the committee on the DEI 2023 Workplan. Ms. McKinney suggested reviewing the board norm this year.

IV. Topics for Executive Committee Meeting Agenda

- i. Mr. Warner reviewed the GOV & DEI Collab and the updated date and topic for DEI Training for the next Executive Meeting.

V. Public Comment/Executive Session

- i. There were no members of the public, no public comments, and no executive session called.

VI. Adjournment

- i. Mr. Warner adjourned the meeting at 4:52 pm.



KUOW, DEI Committee May 11 Meeting RSVP REQUIRED

KUOW

May 11, 2023 at 3:30 PM PDT to May 11, 2023 at 5:00 PM PDT

Agenda

Committee Purpose

Diversity, Equity and Inclusion Committee

Statement of Purpose

1. provide guidance, and recommendations, and information to the Board on matters relating to DEI, culture, and training as they relate to KUOW and Board activity
2. assist with the development and reporting of KUOW initiatives advancing DEI efforts
3. perform such other functions required by law or otherwise as are necessary or appropriate to further the Committee's purposes or as may from time to time be delegated to the Committee by the Board.

DEI Lens Qs (Pre-Meeting)

DEI Lens Questions

Encourage all Board members to consider these guiding questions as they engage in their work:

- o What would be my default decision or solution in this situation?*
- o Who benefits from this default approach?*
- o Whose perspectives are missing?*
- o What steps will I take to make a more equitable decision or design a more equitable solution?*

- | | |
|--|----------------|
| I. Welcome and Call to Order | 3:30 PM |
| A. Invitation to Disclose Possible Conflicts of Interests | |
| B. Approval of DEI Committee Meeting Minutes | |
| 1. March 23, 2023 DEI Committee Meeting Minutes | |
| C. Overview of Meeting | |
| II. Station Business | |
| A. RET Update | 3:35 PM |
| III. Committee Business | |
| A. R&R & DEI Committee Discussion | 3:45 PM |
| B. Board Version of TOCA Survey | 4:30 PM |
| C. DEI Training Update | 4:40 PM |
| IV. Topics for Executive Committee Meeting Agenda | 4:50 PM |
| A. Exec Committee Meeting: Thursday, June 8, 2023 | |
| B. BOD Meeting: Thursday, June 22, 2023 | |
| V. Public Comment/Executive Session | 4:55 PM |
| VI. Adjournment | |



APPROVED KUOW, DEI Committee May 11, 2023, Meeting Minutes

KUOW – Zoom & In-Person | May 11, 2023 at 3:30 PM PST

In-person Location: UW Tower Board Room: 4333 Brooklyn Ave NE, Seattle, WA 98105

Virtual Location: Zoom

Attendance

Members Present (Remotely): Ian Warner, Irwin Goverman, Filiz Efe McKinney, Michelle Merriweather, Connie Kravas, Claire O’Donnell, Andy McGovern

Members Absent: Sharon Nyree Williams, Carmen Cano, Wassef Haroun

Staff Present (In-Person): Shawnteasha Crow

Staff Present (Remotely): Fieta Robinson, Kerry Swanson, Caryn Mathes

I. Welcome and Call to Order

- i. Mr. Warner called the meeting to order at 3:33 PM.
- ii. Invitation to Disclose Possible Conflicts of Interests
 - i. Mr. Warner asked the Committee to disclose any possible conflicts of interest, and none were expressed.
- iii. Approval of DEI Committee Meeting Minutes
 - i. March 23, 2023, DEI Committee Meeting Minutes
 - a. **Motion:**
Mr. Warner called for an approval of the March 23rd DEI Committee Meeting Minutes. Motion moved by Ian Warner and motion seconded by Filiz Efe McKinney. Without objection, the March 23rd DEI Committee Meeting minutes were approved.
- iv. Overview of Meeting
 - i. Mr. Warner gave an overview of the meeting, including a collaboration with the Reach & Resource committee.

II. Station Business

- i. RET Update
 - i. Ms. Robinson shared key activities and strides made by the Racial Equity Team (RET). At the Tuesday, May RET meeting, they had a presentation by a member of the AAPI community. During RET meetings, consultant Scott Winn would do micro-learning lessons in the first 45 minutes of the monthly team meetings. Lastly, for the May Lunch & Learn series, Scott Winn and Nate Bapatise have presented on giving and receiving feedback with an equity perspective.

III. Committee Business

- i. R&R & DEI Committee Discussion
 - i. Mr. Warner welcomed the Chair and Vice-Chair of the Reach and Resource (R&R) Committee to discuss integrating DEI work with their committee. Ms. O'Donnell shared that the R&R Committee was still working to establish how to implement an extended reach within numerous communities. Regarding Board Engagement, the R&R Committee wanted to present the Board with various engagement opportunities to include all members. A future goal of this committee would be to act upon the intention of connecting with various BIPOC communities and to continue collaborating with the DEI Committee. The Committee then discussed how to define 'reach' from a DEI perspective.
- ii. DEI Training Update
 - i. Based on the report on the recent KUOW Staff DEI Training on the topic of feedback, the committee believed that this topic would be interesting for the Board DEI Training.
- iii. Board Version of TOCA Survey
 - i. A meeting with Mr. Winn was arranged to discuss a Board version of the Transforming Organizational Cultural Assessment (TOCA). Mr. Warner cautioned about too many surveys, but the board could do it as a one-time opportunity.

IV. Public Comment/Executive Session

- i. There were no members of the public, no public comments, and no executive session called.

V. Adjournment

- i. Mr. Warner adjourned the meeting at 4:31 PM.