



Agency Supplier Diversity Inclusion Plan · Calendar Year 2022

Agency: State Conservation Commission

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Agency Supplier Diversity Inclusion Plan

Summary Statement:

The agency's plan to increase participation of certified small minority, women, and veteran owned firms.

The State Conservation Commission (SCC) is committed to providing opportunities to OMWBE-certified businesses to provide goods, equipment, and services.

DEI is one of our six agency values, and one of our goals within our 2022-2027 Strategic Plan is to cultivate a broad and inclusive culture of conservation. Our DEI Working Group hopes to secure funding for an agency equity assessment that will take place during FY23. One aspect of this assessment will be to identify recommendations to increase participation of certified small minority, women, and veteran-owned firms in our work.

Authorizing Individual: Karla Heinitz, Contracts Manager

Specific measures the agency will take to increase participation of certified businesses:

Forecasting:

Our agency's DEI Working Group met and has brainstormed some possibilities. These include catering/refreshments for in-person meetings, DEI consultant (if SCC supplemental request is funded), office supplies, Web Contractor, translation services and possibly some IT services. In the longer term, we hope to secure funding for an equity assessment of our agency, which will include recommendations for increased engagement with MWBs.

Use of Master Contracts:

Our agency will review the Department of Enterprise Services Master Contracts for any vendors who might be eligible to apply or fill any of our procurement needs.

Outreach:

SCC will make it a priority to partner with other agencies on contacting MWBs for any contracting possibilities. We will advertise opportunities on our website, as well as use the OMWBE's Bid and Contracting site. If we have any questions or need additional information we will contact OMWBE for guidance or assistance. Again, we hope to secure an equity assessment for our agency that will provide additional guidance on how to improve our outreach and advertising.



Internal Processes:

SCC will make it a point to review our agency's implementation plan quarterly. The contracts manager will work with our DEI Working Group and other staff to communicate any needs that arise and to brainstorm ideas as to how our agency can be more inclusive.

Communication and Training Plan:

SCC is a small agency and has only one contracts manager. The contracts manager will continue to monitor the OMWBE website and subscribe to their newsletter. The contracts manager will continue communication with agency staff on using certified MWBs vendors for any procurements or goods and service needs.

Agency contract goal tracking:

The contract manager will check on the agency's spending via an Enterprise report each quarter.

Contractor monitoring:

SCC's Contract Manager will monitor our agency contracts and vendors on a quarterly basis to evaluate our progress towards our Diversity Spend and Inclusion Plan. SCC will reach out to our DEI Working Group and other staff members with reminders for diversity and inclusion in all possible procurements and contracts.