Main Charter

Equity, Diversity & Inclusion
Action Alliance Charter

Mission

The Governor's Office of Information Technology (OIT) EDI Action Alliance (hereafter referred to as the EDI Action Alliance) champions initiatives that address inequities in OIT's workforce, its agency customers, and for Coloradans who are impacted by systems and services provided by OIT.

Vision

Every Coloradan has an equitable opportunity to engage with government and technology in a way that honors their environment, cultural background, history and abilities. OIT employees are supported as they develop and deliver technology with this shared vision.

Background

Inequities in digital and technological resources hinder Coloradans' abilities to truly thrive. Historical and social forces have shaped the current conditions that create inequities and drive disparities across race, ability, geography, and other characteristics. To correct these imbalances, future policies, systems, and processes must be created with an equity lens to consider how to maximize the well-being of all Coloradans. An equity approach helps ensure public dollars do not fund programs, projects, or policies that exacerbate inequities and, in turn, require an additional investment of state funds to correct. OIT will benefit from a focus on equity in its workforce when every employee can feel a sense of belonging within our organization.

What is the EDI Action Alliance?

The EDI Action Alliance is a group of individuals who are selected based on their interest, readiness and commitment from across OIT. We represent a wide variety of

lived experiences and perspectives. We are action and results-oriented ambassadors of EDI.

Beliefs and Values

As EDI Action Alliance members, we believe:

- that equity requires we understand the past, without being trapped in it; embrace the present, without being constrained by it; and look to the future, guided by the hopes and courage of those who have fought before and beside us.
- equity is created when people who have historically been left out have a voice and can be instrumental in their future.
- our work enriches OIT culture so each individual is seen and heard.

Commitments

As EDI Action Alliance members, we commit to:

- collaborating on person-centered solutions that address structural barriers through policy and systems change.
- helping OIT become an inclusive and transparent employer.
- acknowledging our shared humanity.
- discovering the things that unify us.
- cultivating our learning and development.
- embedding EDI into OIT business operations.
- A long-term process.

We do it, because it is important to us

- As humans
- As colleagues

- As community
- As purveyors of public service

Structure & Attendance

Members serve a one-year term with the opportunity to complete an expression of interest along with new members on an annual basis.

Members are limited to a two-year term in total, unless they serve as a chair or co-chair on a subcommittee or in the large group. If they want to continue, the chair/co-chair should have a conversation with the EDI Team.

If a member is absent for more than two monthly meetings, they will need to have a conversation with one or both members of the EDI Team. After three or more absences, the EDI Team can, at their discretion, remove a group member from the Action Alliance.

It is mandatory for all group members to attend training and development sessions (which occur approximately 2-3 times per year.) These sessions are a financial and time investment supported by OIT's Exec Staff. High attendance is necessary to demonstrate the best return on investment and maintain group reputation and cohesion.

Members should always refer to the EDI Action Alliance as the EDI Action Alliance or Action Alliance. Misnaming the group causes confusion and inconsistency both within the group and the wider OIT community.

Co-Chairs

Co-chairs serve in a two-year term, with a one-year overlap between the two so there's always some consistency.

Co-chairs attend a monthly meeting with the EDI team to prepare the agenda for the next group meeting. They also help facilitate some parts of that agenda during the group meeting, with the EDI Team ready to help at any point. Although not required, past co-chairs have enjoyed co-facilitating training and quarterly coaching sessions with the EDI Team.

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Signed,

Meeting Agreements

Meeting Agreements*:

- Use inclusive meeting practices:
    - Announce your name before you begin speaking.
    - Provide image descriptions in group documents and chats.
    - Learn how to pronounce one another's names.
    - Use the correct pronouns when addressing one another.
- Engage discomfort and keep the container for brave spaces.
- Yes/and, both/and.
- Oops, ouch: "oops" to acknowledge pain was caused; "ouch" when something hurts.
- Make space, take space. "Ditto" (if you agree, it's ok to say "ditto" instead of repeating).
- Act for the overall good of the group. This includes things we say in and outside of meetings.
- One conversation. Be solution-oriented.
- Confidentiality: Take the lessons, leave the details.

Note: As an OIT sponsored work group, the EDI Team has responsibilities to you and OIT to report instances of current discrimination and harassment we hear, regardless of whether the sharer gives consent.

*adapted from Adrienne Maree Brown, Michelle C. Johnson, and Kerri Kelly

EDI Action Alliance Subcommittees

Subcommittee Overview

There are three subcommittees in the EDI Action Alliance: Facilitation, Writers, and Strategy. Each member of the EDI Action Alliance must commit to at least one of these committees.

Co-facilitation

The Facilitation subcommittee has two main focuses: facilitating EDI training and facilitating at New Hire Orientation (NHO).

Training facilitators are trained to facilitate one or more EDI trainings with one of the EDI staff members. These members are expected to co-facilitate once a quarter, or a total of four times a year. Time commitment for these trainers is 2-3 hours/quarter.

New Hire Orientation facilitators present the EDI portion of NHO on a rotating basis. NHO occurs Monday afternoons every other week. Time commitment for these facilitators is approximately 1 hour/quarter.

Writers

The EDI Writers subcommittee works on preparing the EDI monthly newsletter, the EDI Tip of the Month, and the EDI portion of HR Hot Topics. The group meets once a month to split up responsibilities and checks in throughout the month on progress. The time commitment for this group is between 1-2 hours/month.

Strategy

The Strategy subcommittee is a group of people who help the EDI team work on their team-specific strategic goals throughout the year. This could include analyzing survey data, reviewing current policies through an EDI lens, drafting new guidelines, and helping draft presentations for executive staff and teams. Time commitment for this group is currently unknown but is expected to be 1-2 hours a month.