CDEI WG Annotated Outline

Draft 2.15.2022

* **Section 1: Intro & Overview**
  + *1.1 WG Charge, Overview, and Background*
    - Purpose, # mtgs and timeframe, key questions/scope
    - Explanation on why scope expanded from Membership Composition (required in Charter) to include DEI (request from CPUC Commissioner Shiroma)
    - Reference and link to EMWG and UWG
  + *1.2 WG Members*
    - Table of organizations (not names)
    - Contributions of ex-officio member CPUC
  + *1.3 Report Outline*
    - Overview of remaining sections
    - Explain why Membership Composition recommendations are integrated into DEI
  + *1.4 Approach to Seeking Consensus* 
    - Approach to developing recommendations (homework questions, in-meeting discussions, breakout groups, polling, mini work teams)
    - Overview of additional voices engaged (which organizations, how we engaged them, and at what point in the process) and How their input was incorporated into the final recommendation
    - Approach to seeking consensus – How WG handled non-consensus items, and # (if applicable)
    - How CAEECC Should Address Consensus recommendations and potentially Resolve Non-Consensus Recommendations (if applicable); WG is advisory to CAEECC (no delegation authority)
* **Section 2: Recommendations**
  + *2.1 Background*
    - Overview of categories of recommendations
      1. Competency Building
      2. Restructuring CAEECC
      3. Compensation
      4. Recruitment & Retention
      5. Facilitation
  + *2.2 Competency Building*
    - *Consensus Recommendations* (List of recommendations and supporting text, ideally 2-3 priority recommendations)
    - *Non-Consensus Recommendations (*To come (hopefully nothing will be non-consensus! But if there’s non-consensus issue(s), then we’ll list which Member organizations prefer which option, as well as which options each organization would be willing support)
  + *2.3 Restructuring CAEECC*
    - Consensus recommendations
    - Non-consensus recommendations
  + *2.4 Compensation*
    - Consensus recommendations
    - Non-consensus recommendations
  + *2.5 Recruitment & Retention*
    - Consensus recommendations
    - Non-consensus recommendations
  + *2.6 Facilitation*
    - Consensus recommendations
    - Non-consensus recommendations
* **Section 3: Discussion of Key Scope Questions**

Note: questions from the Prospectus appear in italics and annotated responses in parenthesis

* + *3.1 Membership Composition*
* *What is the vision/goal of evaluating CAEECC membership?* (to support DEI recommendations)
* *What types of organizations are under-represented or missing altogether as CAEECC Members?* (include outputs from jamboard brainstorm at 2nd WG mtg)
* *What measures can be taken to better reach under-represented peoples and organizations, such as Native American tribal groups?* (include responses to 2nd HW assignment)
* *What are the barriers/potential reasons for those gaps (e.g., recruitment, capacity, familiarity with EE policy and program requirements, scope of CAEECC)?* (include responses to 2nd HW assignment)
* *What types of organizations, if any, might be over-represented on CAEECC?* (include outputs from jamboard brainstorm at 2nd WG mtg)
* *Would funding or other resources facilitate under-resourced organizations’ participation as CAEECC Members and/or in CAEECC Working Groups? (Note: consider coordinating with CPUC on possible pilot opportunities)* (Yes! See Compensation recommendations)
* *Other topics/solution ideas as appropriate* (note, “Restructuring CAEECC” was added as a priority category/set of recommendations; it ties together the Membership Composition and DEI recommendations and features bold recommendations for CAEECC’s consideration)
  + *3.2 Diversity Equity & Inclusion* 
    - *How can we diversify the lead and/or alternate representatives from CAEECC Member organizations on CAEECC?* (include responses to 2nd HW assignment, and link to recommendations, as appropriate)
    - *What forms of diversity does CAEECC want to foster (e.g., race as well as gender, gender identity or expression, sexual orientation, national origin, citizenship, age, ability, veteran, religion, income)?* (see living Diversity definition in the appendix)
    - *What additional facilitation practices can we employ to foster more inclusive meetings?* (see Facilitation recommendations)
    - *What Member recruitment and retention strategies would advance our DEI commitment (e.g., possible compensation, geographic inclusivity in the context of future in-person meetings)?* (see Recruitment & Retention recommendations)
    - *What organizational and educational development practices should the CAEECC consider (e.g., building DEI competencies or DEI training for Members and the Facilitation team; creating EE policy basics trainings; updating the CAEECC website and/or Charter)?* (see Competency Building recommendations)
* **Appendix A: WG Member Organizations & Representatives**
  + *Table of member and ex-officio names and organizations (leads and alternatives)*
* **Appendix B: Key Definitions**
  + *B.1: Diversity definition*
    - Purpose of definition (guide WG’s focus)
    - Living definition
  + *B.2: DEI Glossary*
    - Purpose and caveats (see “important notes” at top of Glossary)
    - Living glossary
* **Appendix C: Key Meeting Info**
  + Link to meeting summaries (which includes participant lists and key outcomes)