

Natural Resources Conservation Service

Idaho Civil Rights Committee

FY 2020 Business Plan

Goal 1: Promote an active, visible, and accessible civil rights committee

Objective 1.1 - Increase employee awareness of Civil Rights committee roles and responsibilities

| | Action Item | Team Member | Time Frame | Accomplished |
|---|--|---------------|--|--------------|
| 1 | Update and promote the Civil Rights webpages and Idaho Sharepoint Civil Rights section, including the civil rights library. | All Members | Ongoing | |
| 2 | SEPMS will work with Mindi Rambo to include civil rights articles and/or success story in the employee newsletters. | SEPMS | Ongoing | |
| 3 | Continue civil rights presentations to field, area and state office meetings as they occur. (And Justice for All Poster displayed at all meetings) | All members | *Ongoing *Quarterly all employee meetings | |
| 4 | Promote and award the Idaho CRC Community Service Awards throughout the state by asking for nominations from all State Staff. | All members | Quarterly (Nov 15, Feb 15, May 15, Aug 15) | |
| 5 | Update and distribute, annually at the start of the FY, the fact sheet for the field offices describing the roles and responsibilities of the CRC. (Add pictures in for FY 2021) | Mindi | 10/31 | |
| 6 | Annual Diversity Day | Sub Committee | Annually (Oct) | |

Objective 1.2 - Increase knowledge of Civil Rights to current committee members

| | Action Item | Team Member | Time Frame | Accomplished |
|---|---|-------------|------------|--------------|
| 1 | Provide opportunity for committee members to attend national SEPM conferences or VTCs as budget allows. | All members | Ongoing | |

| | | | | |
|---|--|-------------|----------------------------|--|
| 2 | Provide training resources to new CR Committee members (i.e. SEPM training, cross training with previous person, Aglearn, etc). | All members | Ongoing (review quarterly) | |
| 3 | Conduct two face-to-face meetings (one in Boise & one in early spring TBD) and hold a teleconference quarterly to discuss status of objectives and progress, and or other issues, as needed. | Chair | Quarterly | |

Goal 2: Provide State Conservationist & Area Conservationists with information and recommendations regarding the Idaho Civil Rights program

Objective 2.1 - Providing quality data driven information to guide civil rights program implementation.

| | Action Item | Team Member | Time Frame | Accomplished |
|---|--|--|------------|--------------|
| 1 | Create an outreach plan that can be used for Field Offices in effectively targeting to Hispanic areas in Division 4 & 5. | Vice Chair, Division Rep for 4 & 5, Brett, Michelle, Dean | 9/30/2020 | |
| 2 | SEPMs will send one page report to State Conservationist regarding accomplishments completed for the Fiscal Year | SEPMs | Annually | |

Goal 3: Encourage diversity in the Idaho NRCS workforce through recruitment, retention, and outreach.

Objective 3.1 - Promote diversity and recruitment in all positions and grade levels

| | Action Item | Team Member | Time Frame | Accomplished |
|---|--|-------------|------------|--------------|
| 1 | Provide resources and assist Idaho staff in outreach opportunities at Career Fairs, Professional Society Meetings, and community events and at schools, including colleges and high schools. | All members | Ongoing | |
| 2 | Division Reps to contact DC's to ask about CR activities quarterly (2 weeks before SEPM reports are due). | Div Reps | Quarterly | |

Certification of the Idaho Civil Right Committee's Business Plan of operations.

Civil Rights Committee Chair:

State Conservationist: