



Diversity, Equity, and Inclusion Charter

Foreword

In the summer of 2020, in response to civil unrest as a result of systemic racism seen across the United States, Valley Medical Group began the work of becoming an anti-racist organization. Valley Medical Group stands against racism. We believe that racism and prejudice cause poor health and shorten lives. Valley Medical Group opposes violence, hatred, and discrimination of any kind. We aspire to educate, discuss, and practice an anti-racist approach in all areas of our medical practices.

Recognizing that racism is a public health crisis, our diversity committee brings together staff of diverse social identities to identify and dismantle the policies, systems and structures that contribute to the discrimination and inequities that impact employment opportunities, workplace culture and the health of our patients and communities.

DEI Mission

Our mission is to foster a culture that includes and values diverse social identities where staff and patients feel welcome working and receiving services in our organization. We value diversity and inclusion and strive to interact with our patients and staff equitably with respect and dignity. We commit to support our mission by seeking feedback and revising our policies and procedures, and we will continue to provide all members of our organization with the tools necessary through dialogue and education, to participate in the work of being a diverse, equitable and inclusive organization.

DEI Purpose

The DEI Committee will make recommendations to the Board of Directors and Senior Leadership Team and help ensure accountability regarding issues of diversity, equity, and inclusion. The DEI Committee will:

- Explore opportunities for improvement within our medical practice with respect to diversity, equity, and inclusion of marginalized groups.
- Examine employment practices and policies to encourage diversity, equity, and inclusion in the hiring, advancement, and retention of marginalized groups.
- Provide resources to educate and address racial health inequities experienced by patients of color.
- Identify barriers to equal opportunity in the workplace, provide education, encourage dialogue and direct resources to promote racial equity amongst employees.
- For the period of 2022-2025, the DEI Committee's primary focus will be to create and implement a racial equity strategic plan that addresses:

- inclusion in hiring, advancement and retention of employees of color.
- racial health inequities experienced by patients of color.

Membership

The DEI Committee will consist of a maximum of 12 employees of diverse social identities that must include staff, managers and practitioners. The DEI Committee will consist of members who wish to explore and support the creation of a medical practice that is diverse, equitable, and inclusive.

To become a member of the DEI Committee, interested employees should submit an application outlining their goals and interests for joining the committee. VMG employees may nominate fellow employees to join the DEI Committee. The DEI committee strongly encourages BIPOC staff to join.

The DEI committee will review applications and select members who can contribute to the goal of becoming a more diverse, equitable, and inclusive organization. Membership will be decided by majority vote of the DEI committee, and requires a minimum of 2/3 members present when electing a new member.

To ensure a smooth transition during the first term of the DEI Committee, half of the Committee members will serve a two year term and half will serve a three year term.

Following the first three years of the DEI Committee, DEI Committee members will serve on the Committee for a period of two years. Three months prior to the end of the term, an announcement will be shared company-wide inviting interested employees to submit an application to join the committee. If there is not a sufficient number of new Committee members, current members may extend their term.

Chairs

The DEI Committee will be facilitated by two co-chairs.

The co-chairs will be chosen by the DEI committee based on past performance and engagement within the DEI committee. Candidates for co-chair must have served six months on the DEI committee to be eligible to serve as co-chair. Efforts will be made to recruit and support BIPOC individuals for co-chair positions.

To ensure a smooth transition during the first term of the DEI Committee, one of the co-chairs will serve a two year term and one will serve a three year term. Thereafter, chairs will serve a two-year term.

Committee Meetings Attendance

The DEI committee will meet monthly for one hour.

All DEI committee members are expected and encouraged to attend all meetings, trainings, and retreats. Members are asked to notify the chair or co-chair of their absence at least one day prior to scheduled meetings. All DEI committee members will be given a stipend, in the amount of \$40 dollars for every meeting that they attend, to a maximum of \$500 per year.

The Chairs of the DEI committee will be responsible for submitting attendance and stipend recommendations quarterly to VMG finance department.

Committee Decisions

Decisions will be decided by majority vote by the DEI committee, and must have a minimum of 2/3 participation in order for a measure to pass. To maximize efficiency of the Committee and to accommodate Committee members who may be on vacation, sick or unable to attend the meeting, items up for vote will be posted to the DEI Committee Google spreadsheet at least two weeks prior to the next Committee meeting. Members can post questions and comments for all members to view.

Voting will take place by show of hands. Members who are unable to attend may vote by proxy by sending an email to both co-chairs with their vote by the start of the meeting.

Committee Reports

The Co-Chairs will submit a yearly report to the Board of Directors and Senior Leadership Team after review and approval by DEI Committee members.

The Committee will submit any advisory proposals to the Board of Directors in writing.

The Committee will submit a quarterly newsletter to the community to keep it apprised of ongoing DEI work. The monthly meeting minutes will be available to all staff on the Valley Medical Group intranet and AMC shared drive.

DEI Goals

The DEI committee will create a racial equity strategic plan to advance racial equity.

The DEI committee will make suggestions to the Board for hiring, marketing, community outreach to improve diversity in staffing, communication with BIPOC patients and care of our patients.

The DEI committee will Generate proposal for process/procedure for incidents involving discrimination within organization to be approved by Board.

The DEI committee will create a proposal for leadership development program for BiPOC members of staff and providers.

The DEI committee will make suggestions to Senior Leadership Team regarding opportunities to support and provide education/trainings to our organization on DEI.

The DEI committee members will take turns sending out emails to Valley Medical Group staff recognizing important dates with facts, resources such as Juneteenth, black history month, Latin X month, etc.

The DEI committee members will develop a job description for the position of diversity, equity, and inclusion director.

Appendix- Key Concepts and Terms

BIPOC - Black, indigenous, people of color

Diversity: Differences between us that affect advantages and privileges or barriers to opportunities and resources including Race and ethnicity, sex, gender expression, sexual orientation, disability, immigration status, age, class, religion, and veteran status.

Equity: Each person is treated fairly and has equal access to the same opportunities.

Inclusion: Celebrate and amplify the identities, voices, values, priorities, and leadership of all community members, especially those who have been marginalized.

Diversity + Equity + Inclusion = Dismantling the barriers that prevent people with marginalized social identities from actualizing their full potential or from fully engaging in all aspects of society and amplifying policies and practices that support people with marginalized social identities in actualizing their full potential and fully engaging in all aspects of society.

Health Equity: The opportunity for everyone to attain their full health potential; access to health care, providers, services, medications, and basic life needs in a way that is:

- a. Culturally informed, responsive and appropriate
- b. Effective
- c. Sustainable

Health Inequities: Preventable differences in the burden of disease, injury, violence or opportunities to achieve optimal health that are experienced by socially disadvantaged populations. These inequities are caused by power imbalances and injustice.