



Article I. Mission & Vision

The Mission of the Oregon State Police Inclusion Team is to strengthen our workforce through dedication to inclusion, unity, and teamwork.

The Vision of the Inclusion Team is to build an inclusive workforce culture in service to our community.

Article II. Role

The Inclusion Team's role is to provide guidance and leadership in the areas of diversity, equity, and inclusion by:

1. Serving as a forum for understanding differences and discussing equity concerns in the workplace
2. Providing learning and engagement opportunities to OSP employees
3. Advocating for employees and potential future employees of OSP who are part of a underrepresented group, and
4. Reviewing existing policies and common practices with an inclusion focus

Article III. Objectives

The Inclusion Team's objectives are to:

1. Assist in creating and sustaining an equitable and inclusive work environment;
2. Assist the agency in achieving parity between employee demographics and those of the state;
3. Assist the agency to develop mechanisms for achieving parity between leadership demographics and those of the state;
4. Assist in developing measurable data to identify areas of improvement related to equity and inclusion issues and to track progress toward objectives

Article IV. Participation

The Inclusion Team will consist of the following roles:

Inclusion Team Leadership (12 month terms)

1. Chair
2. Vice-Chair
3. Recording Secretary

General Membership

4. Twelve At-Large members



Executive Oversight

5. Executive Leadership Representative (Major, Deputy Superintendent, or Superintendent)
6. Inclusion Manager

The Inclusion Team will have a goal of maintaining a membership of 15 with representation from both sworn and professional staff areas. Leadership will make an effort to ensure no more than two-thirds of the membership is comprised of one group. The Inclusion Manager will manage all staffing needs and make an effort to ensure the body has representation reflective of the diversity of the organization.

Majority vote will determine who serves in leadership roles. For consideration, an employee should have previous service or proven record of accomplishment in diversity, equity and inclusion work.

Article V. Administration

The Inclusion Team will coordinate its activities through the Inclusion Manager with assistance from the Executive Leadership Representative.

The Inclusion Team will not vote in the absence of a quorum, which will consist of no fewer than half of the voting membership plus one, to include the Chair or Vice-Chair. Meeting monthly, at least 50%+1 (defined as quorum) of the Inclusion Team membership must be present for voting purposes.

Attendance of the Executive Leadership Representative and Inclusion Manager will not count towards quorum, however they can vote as needed to break a tie.

Inclusion Team meetings will be conducted in a spirit of openness and inclusion. The following ground rules will be adhered to at all Inclusion Team meetings:

- Reserve judgment
- Keep an open mind
- Listen before speaking
- Treat others with respect
- Exercise empathy and sympathy
- Members are expected to actively participate
- Members are expected to step out of their comfort zones
- Support each other in the pursuit of the Inclusion Team's goals
- Refrain from the use of titles and address others by their first name
- Information shared is confidential unless explicitly stated otherwise
- Be concise when participating in discussions as meeting time is limited
- Members are expected to ask difficult questions and to seek clarifying information



Article VI. Inclusion Action Team (IAT)

Any funding required by the Inclusion Team to perform its duties will be allocated on an as-needed basis by the Superintendent. Adequate duty time will be allocated to perform the functions of Inclusion Team members by each member's direct supervisor, at the direction of the Superintendent.

Measureable data will be used to evaluate progress in OSP's approach to inclusion and to measure progress toward the Team's objectives, whenever feasible. This data will be evaluated annually.

These IAT committees are created to manage specified programs. These committees will be led by the Inclusion Manager. The following are examples of IAT's that may be established to complete projects:

1. Rapid Response Team
2. Workforce goals/hiring
3. Professional development/promotion
4. Workforce environment/advocacy
5. Community-police interface/public engagement

Example of Committee Chairs include:

1. Curriculum Developer/Training Specialist
2. Community Liaison
3. Public Information Officers

Article VII. Adoption and Amendments

This Charter will take effect immediately upon approval by the Superintendent. Any member of the Inclusion Team may propose amendments to this Charter. Adoption of amendments will require approval by two thirds of the voting membership and will take effect immediately, or as described in the amendment.

This Charter is intended as a framework around which the Inclusion Team will carry out its mission. The Team will review the Charter immediately following a change in leadership and will be updated or revised as needed. This document is not intended as a contract and may be altered, as business needs change.