

Blueline
Diversity, Equity, and Inclusion (DEI)
Action Plan for 2020/2021

Diversity, Equity, and Inclusion Position Statement

Blueline is committed to being an active ally and advocate of diversity, equity, and inclusion, both internally and externally. Within Blueline we will ensure that our workplace is inclusive, safe, and free of discrimination through our words and actions. We are committed to cultivating a culture where every team member feels valued and supported, along with investing in their personal and professional growth. In addition, we will seek out opportunities to participate in our community and support organizations that support various forms of social equity and justice. Ultimately, we aspire to not only belong to but also continually contribute to a community where no one is disenfranchised.

Completed

- Developed a resource page to share DEI educational materials amongst all employees.
- Facilitated the creation of a committee of employees who are empowered to guide the Company's community outreach and internal DEI measures.
- We have reallocated our *Amazon Smile* donations toward the UNCF.
- All owners have participated in both customized individual and group seminars regarding DEI led by Cheryl Jekeil, a Human Resources leader, specializing in developing company cultures and initiatives for over ten years. Blueline's leadership team partnered with Cheryl and the Lean Leadership Center to further our education on racism, diversity, and inclusion and help guide us through the process of creating a DEI outline.
- Preliminarily developed the following DEI action plan for 2020 and into 2021.
- Hiring/Partnering with DEI consultant.
- DEI consultant completed an audit of Blueline practices regarding DEI and receive guidance on areas we need to address in priority order.
- Complete unconscious bias training for everyone in our organization. This will be required of all current employee and be included a part of new hire onboarding with HR.
- Constantly seek out educational opportunities for all employees.
- Improve communication of the Company's efforts to all employees through the *BUILD Committee*.
- Allow each employee 2 hours of paid community outreach time per quarter. BUILD committee to recommend one organization per quarter and employees can chose to support that organization or one of their choice.

Ongoing initiatives and other identified priorities that may change subject to audit results, committee recommendations, and trainings:

- Involvement from each owner in both community outreach and internal DEI campaigns.
- Conduct a formal wage review to identify any disparity in the compensation for women and people of color versus their peers.
- Develop a strategy for including members of the BIPOC community within the firm's leadership.
- Incorporate financial support for the priorities of the committee into the 2021 annual budget.
- Invest in marginalized youth by focusing community outreach efforts on schools, youth-focused organizations.
- Review our procurement practices and reallocate toward MWBE businesses that where feasible.
- Enhance recruitment efforts both procedurally and geographically.
- Revisit employee handbook to enhance DEI policies and procedures.
- Develop strategy to incorporate our services into being an ally for NPOs.
- Two part *Building an Inclusive Culture* training for all employees.
- Working with our DEI consultant to develop a 6-segment DEI onboarding video for all new employees.