



Oregon

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As the Executive Director of the Oregon Board of Naturopathic Medicine (Board), I recognize and appreciate the importance and benefits of inclusion. The Board and Formulary Council (Council) members, staff and I are committed to promoting diversity, equity and inclusion in all aspects of our work. We consistently seek out education and training to learn and employ best practices for creating an inclusive environment for non-majority persons. We strive to cultivate an atmosphere that sustains their presence and participation in the workplace and on the Board and Council.

The Board employs three full-time staff members, and we do not anticipate staff turnover in the current biennium. The Board recognizes that affirmative action; diversity, equity and inclusion go beyond those employed by the Board. The Board and Council members and I consciously consider elements of affirmative action when slating new members, and in dealings with vendors and contract workers.

To meet the objectives of the Agency's Affirmative Action and Equal Employment Opportunity initiative, the Agency has prepared an Affirmative Action Plan and Policy Statement that will serve to eliminate and prevent discrimination and maintain an inclusive workplace.

As the Board's Executive Director and Affirmative Action Representative, I pledge to uphold and support compliance with the Board's Affirmative Action Plan and Policy to ensure equity through inclusion, interrupt oppression, prevent discrimination and discriminatory practices, and promote a work force and Board that is representative of our diverse community.

We appreciate the continued direction and support from the Chief Cultural Change Office.

With Regards,

Mary-Beth Baptista, J.D.
Executive Director

AFFIRMATIVE ACTION PLAN



OREGON BOARD OF NATUROPATHIC MEDICINE

Mary-Beth Baptista, Executive Director
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Affirmative Action Plan
2025-2027

"We hold these truths to be self-evident, that all People are created equal,
that they are endowed by their Creator with certain unalienable Rights,
that among these are Life, Liberty, and the Pursuit of Happiness."*

-- U.S. Declaration of Independence

I. AFFIRMATIVE ACTION / DIVERSITY AND INCLUSION STATEMENT

A. Federal Executive Order: The Order gives priority to the development and implementation of a comprehensive, integrated, and strategic focus on diversity and inclusion as a key component of their human resources strategies. It includes an effort to identify and adopt best practices to promote diversity and inclusion and to identify and remove barriers to equal employment opportunity.

The Board is committed to equity, diversity, and inclusion. Our goal is to accomplish our mission by recruiting a diverse workforce, Board and Council membership to "achieve a work force from all segments of society," while avoiding discrimination for or against any employee or applicant based on race, color, religion, sex (including pregnancy or gender identity), national origin, age, disability, sexual orientation or any other prohibited basis. (5 U.S.C. 2301(b)(1), 2302(b)).

B. State Agencies, Boards and Commissions: All have an obligation to attain a diverse, qualified work force as a cornerstone of the merit-based state service. A continued goal is to use resources for all our members of our community and ensure fairness and justice in the workplace. But more than that, Diversity is more broadly defined to being open to diversity of thought, and the perspective that being open to diversity enriches our lives and helps us realize our full potential. Diversity and inclusion is a moral and business imperative to improve our public service within the State of Oregon.

Even with difficult budget restraints, there is an increased demand for innovation and efficiency. State Agencies can look to a diverse and inclusive work force to help meet the future challenges of the State of Oregon. Our state population is changing, and we recognize that inclusion and diversity, by creating a culture that fosters creativity and inclusion, are positive for us individually, for our work force, and for the State of Oregon.

C. The Federal Office of Diversity and Inclusion Strategic Plan in the Personnel Office: "Research shows that recruiting with an emphasis on cultural, experiential, and cognitive diversity will improve agencies' prospects of having a work force that is capable of addressing increasingly complex challenges more efficiently".

D. Work Force Diversity: Defined as "a collection of individual attributes that together help agencies pursue organizational objectives efficiently and effectively. These include, but are not limited to, characteristics such as national origin, language, race, color, disability, ethnicity, gender, age, religion, sexual orientation, gender identity, socioeconomic status, veteran status, and family structures. The concept also encompasses differences among people concerning where they are from and where they have lived and their differences of thought and life experiences".

E. Inclusion: Defined as "a culture that connects each employee to the organization; encourages collaboration, flexibility, and fairness; and leverages diversity throughout the organization so that all individuals are able to participate and contribute to their full potential."

F. Best Practices for Diversity and Inclusion: Working on leadership, accountability, measurement, and training. The following goals are necessary for the successful growth of diversity and inclusion:

1. Recruit from a diverse group of potential applicants to secure a high performing work force drawn from all segments of the population.
2. Cultivate a culture that encourages collaboration, flexibility, and equity to encourage individuals to contribute to their full potential and achieve retention.
3. Develop structures and strategies to equip leaders with the tools to manage diversity, be accountable, measure results, refine approaches on the basis of such data, and institutionalize a culture of inclusion.

II. OREGON BOARD OF NATUROPATHIC MEDICINE NARRATIVE / PROGRAM DESCRIPTION

A. Mission Statement: The mission of the Oregon Board of Naturopathic Medicine (Board) is to regulate, through the Oregon Revised Statutes and Administrative Rules, the practices of naturopathic medicine to ensure protection of the public. The Board promotes excellence in the practice of naturopathic medicine by assuring quality education, regulating naturopathic practices, and fostering ongoing public outreach. In this manner, the Board cultivates public trust and safety by ensuring the State of Oregon is served by naturopathic professionals providing the highest standards of care.

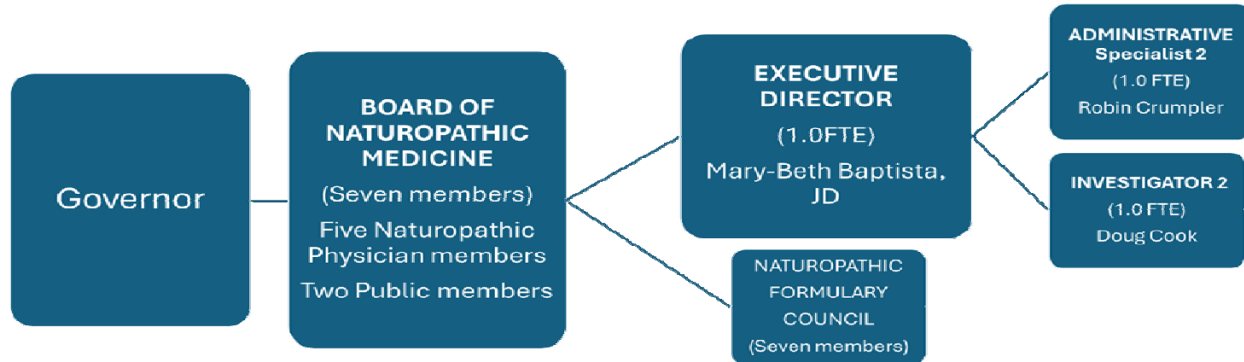
B. Policy Statement: Oregon Board of Naturopathic Medicine will not tolerate discrimination or harassment based on age, marital status, mental or physical abilities, national origin, race, religion, gender, sexual orientation, or any reason prohibited by state or federal statute.

C. Purpose: The purpose of this plan is to update and maintain the previously initiated affirmative action plan for the Oregon Board of Naturopathic Medicine in accordance with the directive of the Governor, state and federal laws and regulations, executive orders of the President of the United States concerning affirmative action, discrimination/non-discrimination guidelines appropriate under the Civil Rights Acts, Equal Employment Opportunity (EEO) policies, and the Americans with Disabilities Act.

D. Board Staff/Advisors: Mary-Beth Baptista, JD, marybeth.baptista@obnm.oregon.gov serves as the Executive Director, the Affirmative Action Representative, and lead for contracting and procurement. Due to the small staff, the Board does not have a position dedicated /title of DEI leader, Baptista fills this role. In addition to the Executive Director, the Board has two full time employees: Robin Crumpler, Administrative Specialist 2 and Doug Cook, Board Investigator 2. Board Policy Advisors: Senior Health Advisor, Kristina Narayan, kristina.narayan@oregon.gov and Hari Vellaipandian Assistant Policy & Budget Analyst Hari.VELLAIPANDIAN@das.oregon.gov

E. Oregon Board of Naturopathic Medicine: The Board of Naturopathic Medicine consists of seven members - five licensed naturopathic doctors and two public members, appointed by the governor for three-year terms. Statutes and Rules bestow the Board with the authority to choose and /or approve hiring and discipline of the professional staff, as well as delegate administrative duties. Further, the Board enforces compliance with ORS and OAR through administrative rule making, statutory initiatives, continuing education, compliant intake, expert investigations, discipline of licensees, and court actions.

F. Board Formulary Council: The Board is advised by the Formulary Council, a seven-member Council charged with reviewing and making recommendations for change, and or expansion of the formulary. The Formulary Council is comprised of a pharmacist appointed by the Oregon Board of Pharmacy, a medical doctor appointed by the Oregon Medical Board, two naturopathic physicians and two members with advanced science degrees, nominated by the Formulary Council and appointed by the Board of Naturopathic Medicine.



III. ROLES FOR IMPLEMENTATION OF AFFIRMATIVE ACTION PLAN:

A. Roles and Responsibilities: Mary-Beth Baptista, JD, marybeth.baptista@obnm.oregon.gov serves as the Executive Director, the Affirmative Action Representative, and lead for contracting and procurement. Due to the small staff, the Board does not have a position dedicated /title of DEI leader, Baptista fills this role.

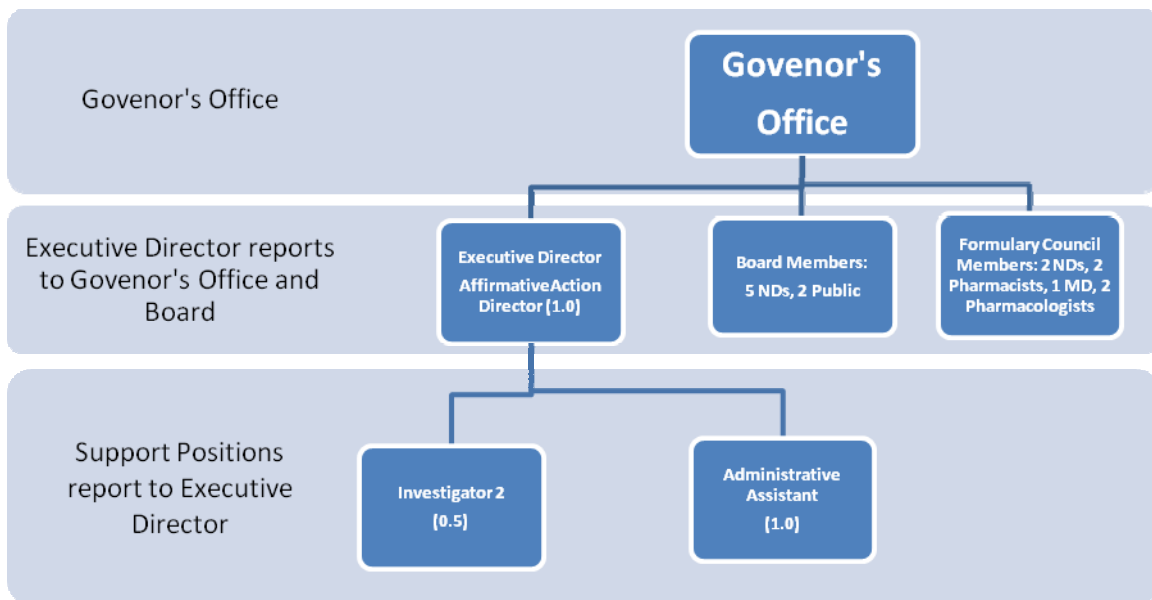
B. Agency Director Leadership: The Executive Director and the Board shall maintain and enhance the Affirmative Action Policy and Plan with the goal of repairing the impact of past or present discrimination, intended or unintended. The Executive Director and the Board shall continue to seek guidance to analyze present employment and volunteer patterns, practices, and/or policies with an eye to increasing inclusivity and equity among staff, Board and Council members.

C. Accountability Mechanisms: The Affirmative Action Plan is posted on the Board’s website and a hard copy is available at the Board office. It is included in the Board/Council Member On-Boarding Manual. The Affirmative Action Policy Statement is posted on a bulletin board in the common area of the office alongside of other required personnel posts.

D. Executive Staff/ Board Staff/ Board Engagement: Board and Council members are provided with and review the Affirmative Action plan during on-boarding training. All employees, Board and Council members are advised of the procedure for lodging a discrimination/harassment complaint. The Board members and the Executive Director encourage all employees and Board members to discuss any concerns related to affirmative action with either the Board Chair or the Executive Director, provided

with Governor’s Policy Advisors as an additional avenue to submit a complaint. Internal procedures supporting the statewide policy are included in the Plan.

1. 1.0 FTE Executive Director: Management, Professional, Executive Service hired by and works for the Board, serves at the pleasure of the Governor. Protective classifications: age, gender.
2. 1.0 FTE Administrative Specialist 2: Administrative Specialist hired by and works for the Director, serves at the pleasure of the Board. Protective classifications: age, gender.
3. 1.0 FTE Investigator 2: Represented position hired by and works for the Director, serves at the pleasure of the Board. Protective classifications: age, gender.



IV. CURRENT BIENNIUM AFFIRMATIVE ACTION PROGRESS REPORT:

A. Progress towards strategies and goals presented in the current Affirmative Action Plan:

1. The Agency Director has proactively promoted the intent and requirements of the Plan, and ensured the elements are implemented in all employees, and Board and Council member relationships and personnel practices. All Board leadership, staff, Board and Council members are following the Affirmative Action Policy and Plan (Plan).
2. All employees, Board and Council members engage and embrace non-discriminatory practices, creating an environment free from any form of discrimination or harassment.

3. In 2022, the Board adopted an Oregon Administrative Rule requiring all licensees take one-hour of continuing education focused on cultural competency, equity, diversity, and inclusion for licensure renewal every even calendar year.
 - In 2024, the Board has revised the continuing education requirement to clearly identify requirements for approval of cultural competency continuing education: Cultural competency: Structured programs for physicians and health care professionals that meet the skill requirements established by the Oregon Health Authority under ORS 413.450 (Continuing education in cultural competency) – *Rule to be adopted / in effect on January 1, 2025.*
4. The Board’s recruitment announcements and advertisements identify the Board as an Equal Opportunity/Affirmative Action employer and include: “The Oregon Board of Naturopathic Medicine as an equal opportunity, affirmative action employer committed to work force diversity”. The Board partnered with the Governor’s Office of Executive Appointments to appoint and promote increased diversity in the slate of candidates to fill vacant Board positions.
 - Diversity / Representation in Board and Council membership: In 2022, Board and Council Membership represented by: Seven (7) White females, five (5) White males, one (1) female one or more race / Hispanic or Latino. In 2024, the Board and Council is represented by: Five (5) White males, Three (3) White females, Two (2) men and two women who identify as one or more race, One (1) woman who identifies as Hispanic or Latino.
5. Status of Contracts to Minority Businesses (ORS 659A.015): The Board shall not conduct business with any vendor/provider for the State of Oregon who discriminates or harasses in the above-described manner. All employment and personnel actions of the Board, all licensing and disciplinary actions, all outsourcing, and contracts shall be administered according to this policy.
 - In 2022, the Board contracted expert consulting services with one woman owned business and one minority woman-owned business. In 2024, the Board contracted expert consulting services with three (3) women owned businesses and one minority woman-owned business.

B. Aligning OBNM Affirmative Action Plan with the DEI Plan and Strategic Plan.

The Board recognizes diversity, equity and inclusion go beyond those employed by and serve on the Board. Diversity encompasses a wide range of identities, including but not limited to race, ethnicity, gender, sexual orientation, disability, age, religion, geographic region, socioeconomic status, and residence. At the Board of Naturopathic Medicine, we are committed to values that celebrate diversity, pursue equity in opportunities, and promote inclusion for all individuals within our agency and the naturopathic profession. Achieving DEI goals requires ongoing effort, collaboration, and accountability. The Board believes the best way to serve our constituents is through learning, evolving, and improving our practices to advance diversity, equity, and inclusion.

In April 2024, Board members and staff held a retreat to develop a six-year and two-year strategic plan. This plan identifies action items —tasks the Board and the Executive Director agreed to undertake with an equity lens, and be deliberately inclusive as an organization when making decisions in the near-term relative to areas of the Board’s primary responsibilities:

- Licensing
- Legislation

- Administrative Rules and Polices
- Complaints, Investigations, and Discipline
- Scope of Practice and Standards of Practice
- Outreach and Engagement

The Board staff and membership is committed to advancing and improving the Board’s performance of each of its duties with an equity lens and be deliberately inclusive as an organization in making decisions and take the stated concrete actions in the DEI, Strategic Plan and Affirmative Action Plan.

C. Leadership evaluation report: Oregon Revised Statute 659A.012: All employees and Board members are evaluated on their efforts to reach the goals presented in the AA action plan along with other job performance criteria as part of their internal annual staff and Board review. Executive Director, staff and Board members are asked on their annual review questionnaire to provide feedback on additional strategies that individuals and the Board as a whole could implement to meet Affirmative Action standards and advance diversity and inclusion of the Board.

V. WORKFORCE DEMOGRAPHIC DATA AND ANALYSIS

- Agency Director/Executive / Management: One (1) White female
- Board Staff: One (1) White female and one (1) White male
- Board and Council is represented by: Five (5) White males, Three (3) White females, Two (2) men and two (2) women who identify as one or more race, One (1) woman who identifies as Hispanic or Latino.

VI. 2025-2027 BIENNIUM AFFIRMATIVE ACTION PLAN:

A. Goals/Outcome:

1. Licensing: The Board is committed to repairing the impact of past or present discrimination, intended or unintended, increasing diversity of licensure applicants and current licensees.
2. Administrative Rules and Board Policies: Remove real and perceived barriers to licensure by eliminating unnecessary and irrelevant questions, especially those related to criminal history and not related to the practice of naturopathic medicine.
3. Outreach and Engagement - Licensees: Recruit a more diverse pool of applicants for licensure, as well as support and retain licensees that serve and practice in communities encompassing a wide geographic range and range of identities, e.g. race, ethnicity, gender, sexual orientation, disability, age, religion, residence - rural areas, tribal lands, economically distressed and disadvantaged communities.

4. Outreach and Engagement – Board / Council: Recruit new members and retain members representing diverse Oregon communities encompassing a wide geographic range and range of identities, e.g. race, ethnicity, gender, sexual orientation, disability, age, religion, residence - rural areas, tribal lands, economically distressed and disadvantaged communities.

B. Measures/Strategies:

1. Licensing/Outreach and Engagement - Licensees: Board is committed to repairing the impact of past or present discrimination, intended or unintended, increasing diversity of licensure applicants and retaining the diverse population of current licensees. With an equity lens, the Board will conduct a broad assessment of the way the Board communicates to and with potential applicants for licensure and current licensees, with an emphasis on persons that hail from or practice in communities encompassing a wide geographic range and range of identities, e.g. race, ethnicity, gender, sexual orientation, disability, age, religion, residence - rural areas, tribal lands, economically distressed and disadvantaged communities; through collection of demographic licensure data, surveys, and focus groups across the State of Oregon.

Through in-person and virtual engagement activities; listen and learn about experiences, perspectives, real and perceived barriers impacting potential and actual applicants for licensure, as well as affect retention rates of current licensees, from the afore stated communities and individuals.

Develop an outreach strategy to create an inclusive and equitable recruitment and application process that leads to a more diverse pool of applicants for licensure, as well as support and retain licensees that serve and practice in communities encompassing a wide geographic range and range of identities, e.g. race, ethnicity, gender, sexual orientation, disability, age, religion, residence - rural areas, tribal lands, economically distressed and disadvantaged communities.

2. Licensing/Administrative Rules and Board Policies: Revise “OAR 850-030-0030 Fitness for Licensure” through the rule making process, and internally revise the initial licensee application and renewal application to remove real and perceived barriers to licensure by eliminating unnecessary and irrelevant questions, especially those related to criminal history and not related to the practice of naturopathic medicine.

3. Outreach and Engagement – Board and Council: To appoint and promote increased diversity in the slate of candidates to fill vacant Board and Council positions, with an equity lens, the Board will conduct a broad assessment of the way the Board communicates to and with potential applicants for Board and Council membership, with an emphasis on persons that hail from a wide geographic range and range of identities, e.g. race, ethnicity, gender, sexual orientation, disability, age, religion, residence - rural areas, tribal lands, economically distressed and disadvantaged communities.

Partner with the Governor’s Office of Executive Appointments, and with leaders of non-majority communities through various diverse networks, and organizations with a diversity and equity lens to participate in in-person and virtual engagement activities; listen and learn about

experiences, perspectives, real and perceived barriers impacting potential and actual applicants for Board and Council membership.

Develop an outreach strategy to create an inclusive and equitable Board and Council recruitment based on the broad assessment of the way the Board communicates to and with potential applicants for membership and current members and listening sessions and collaboration with our partners in the Governor's Office and NGOs.

C. Contracts to Minority/Women Owned Businesses (ORS 659A.015): In 2022, the Board contracted expert consulting services with one woman owned business and one minority woman-owned business. In 2024, the Board contracted expert consulting services with three (3) women owned businesses and one minority woman-owned business. The Board's goal is to increase the number of contracts with women or minority owned businesses by 25%.

VI. IMPLEMENTATION

A. Assigned to help achieve the goals/role of the director/Affirmative Action Representative:

Mary-Beth Baptista, JD, serves as the Executive Director, the Affirmative Action Representative, and lead for increasing diversity of licensure applicants and retaining the diverse population of current licensees, Board and Council membership recruitment, and contracting and procurement.

B. Accountability measures keep track of progress in achieving goals: In April 2024, Board leadership, membership and staff held a retreat to develop a six-year and two-year strategic plan. This plan identifies action items —tasks the Board and the Executive Director agreed to undertake with an equity lens and be deliberately inclusive as an organization when making decisions in the near-term relative to areas of the Board's primary responsibilities. Board Chair and Vice chair were instrumental in setting the Board's DEI goals and strategic plan. Board leadership, membership and Board staff set the agenda for each bi-monthly Board meeting agenda and will ensure that each agenda will include goals and actions to fulfill the stated concrete actions included in the Strategic Plan, DEI plan and Affirmative Action plan are on the agenda and progress toward each goal set is tracked.

VIII. COMPLAINT OPTIONS

The Executive Director went through the complaint process with staff, Board and Council members, in person as well as confirmed the complaint process thorough email, which included all necessary contact information.

The process directs any member of staff, Board or Council members, to submit a complaint to Executive Director Baptista, or in the alternative, Board Chair or Vice Chair if the Executive Director or Staff is the subject of the complaint, or if the complainant felt more comfortable reaching out to Board leadership. All were advised they always have the option to submit a complaint directly to the designated Governor's Policy Advisor.

IX. SUCCESSION PLAN:

The Board has a succession and training plan outlined in the Boards Business Continuity Plan.

X. CONTRACTS TO MINORITY/WOMEN OWNED BUSINESSES (ORS 659A.015): In 2022, the Board contracted expert consulting services with one woman owned business and one minority woman-owned business. In 2024, the Board contracted expert consulting services with three (3) women owned businesses and one minority woman-owned business. The Board’s goal is to increase the number of contracts with women or minority owned businesses by 25%.