

November 21, 2013 – CEC Meeting Notes

Welcoming and Check In

Carolina welcomed everyone, including Amalia Alarcon (the Director of Office of Neighborhood Involvement) and informed CEC members that Amalia would be facilitating the Open Dialogue. Round table introductions with a brief check in followed.

The changes in CEC membership were mentioned. Emily Rice resigned from the City of Portland. Emily's alternate Chenai Nziramasanga has resigned from the CEC committee. Two representatives from Bureau of Technology Services (BTS) are needed. It was also mentioned that Jennifer McFarland resigned from the CEC Committee and Stephen Bouffard will step into the alternate spot for the Revenue Bureau, leaving an open spot for a primary.

UPDATE: OEHR Director

Dante acknowledged a beneficial conversation concerning equity with the Bureau Directors this week. He discussed the equity budget assessment tool, which will be used in formulating the bureaus' budgets. The City's Budget Office (CBO) will use this tool as well. It is proposed that the budget tool will be filed with the budget requests. Currently Parks & Recreation (P&R), Portland Bureau of Transportation (PBOT) and Portland Housing Bureau (PHB) are doing an internal equity assessment to learn about climate/culture for their bureaus. They will share this information with any interested bureaus. Dante was thanked for getting this tool out to the Bureau Directors.

Dante informed the group of the staffing change for the CEC committee. Judith Mowry will now staff the CEC on an interim basis. Dante's overall expectation is that the Committee equity work continues as feasibly as possible during this transition. Dante stated that this is no reflection on any of the Committee equity work that has occurred thus far. Judith will provide all levels of staff support previously enjoyed by the Committee. Patricia read a statement on behalf of the Steering Committee regarding the staffing change. Carolina stated that the Steering Committee didn't initially mention the distractions and unproductivity caused by incompatible staffing in order to relieve the CEC of administrative issues so that Members could remain focused on the equity work. Dante informed the group that the final decision to re-assign OEHR staff support was his. Judith stated that she is excited about moving the equity work forward.

Open Dialogue: Ground Rules and building trust within the CEC

Amalia Alarcon de Morris, Director of the Office of Neighborhood Involvement (ONI) proposed to the Committee an open discussion regarding the CEC ground rules and the ongoing challenge of building relationships and trust among themselves. And to explore the discomfort and/or lack of preparedness experienced by some when talking about race and why dismantling racism is the central focus of the CEC. However, prior to this dialogue, she invited the Committee to share their thoughts regarding the changes in membership and OEHR staffing, and on working together as a team moving forward.

- Some felt uncomfortable about the staff change because they didn't know why the decision was made.

- Jim stated that although his heart is hurt a personnel change shouldn't stop us from doing this work.
- Some felt things would slow down due to the change.
- It was stated that this group should reflect a model to benchmark on behalf of the City's equity work.
- Some feel they've (the CEC) been in the same place (making little or no progress) from January – November.
- It was suggested to get rid of the words "Primary" and "Alternate" when referencing Members.
- It was asked how 3 people (Steering Committee) were able to make a decision for the whole CEC?
- Some stated they don't know why they are here (their role/purpose on the CEC).
- One stated that Muna has been the only person to reach out to her as a new member. She further stated that the Steering Committee has not done so.
- It was stated that the group hasn't been able to build relationships or trust.
- One mentioned that he/she has not been able to offer input over the past 9 months.
- It was mentioned that everything was tightly controlled.
- Most enjoyed the 2½ day dismantling institutional/systemic racism training and felt issues and concerns were addressed then. The question was raised regarding maintaining the momentum built during the training.
- It was suggested that the Strategic Plan and Bylaws be reviewed so that all Members have ownership.
- Members want transparency.
- Members want to be able to comment on changes before they are finalized.

It was asked how the success of the CEC is measured. Dante let the group know that the Equity Roadmap/Template is the initial measure. Project work on the Strategic Equity Plan is the other.

Other Comments:

The CEC member roster is not current and requires updating. Further, there is an opening on the Steering Committee. Dante stated alternates can be on the Steering Committee; commenting that serving as a Steering Committee member is open to all CEC members. The election for the vacant Steering Committee seat will take place at the December meeting.

Dante requested the number of hours CEC members spend on committee work each month so that he can include this data in the annual report that he'll present to City Council on December 18th. He also invited the membership to attend.

Dante stated he would commit to the following items.

- He will provide comprehensive and regular updates regarding OEHR's projects and programs.
- There will be no distinction between primary and alternate Members relative to their interaction within the CEC.

- He will set up a meeting with Members and their respective bureau director as a show of support regarding their equity initiatives and to discuss the bureau's equity challenges, accomplishments, goals/objectives, etc.
- He will provide training to the CEC on 'how to talk about race'.

UPDATES: Workgroups

Workgroup updates will be given priority at the December meeting. It was suggested that the agenda be re-prioritized when appropriate so that the work groups present first. Workgroups are requested to provide an update prior to the Thanksgiving holiday, if possible. The update should include the workgroup's charge and a roster of sub-committee members.

It was also requested that the workgroup assignments be revisited; as some teams are in need of additional staff support.

In conclusion, the Membership participated in small break-out groups to further debrief the issue of ground rules, building trust and relationships, and current membership/staff changes.

Attached: Small group notes for "next steps"

Small group feedback (verbatim)

Facilitate roll out of roadmap

Cross bureau groups to look at contracting and other issues that are not bureau specific – break silos

Training on how we speak – Nonviolent communication training. Skill base training for our committee.

Be her guidance to equity committees in bureaus. Roadmap will/may help. What authority do they have? Etc.

Food

Coffee

Prep for budget tool – need technical resource team

Bylaws – revisit and revise

Transparency

Revisit allocation of committee members and subcommittees

Relationship building amongst all members

What are the work priorities of this committee?

Support of other members on the implementation of the Roadmap within each other's bureaus.

Relationship Building

Where are people at with their bureaus-What is role-What support-what work is happening?

To understand different world outside this group

Will help us recommend things that are useful citywide, not just what would work for us, and work together

Clarify whether everyone here is going to be the person implementing the roadmap and writing the bureau plan.

How often will we reassess? (less than every meeting, more than 1x a year)

Mapping equity efforts

Committee updates in meetings

Workgroup on inst. Policy

Inventory skills/share knowledge

Look at structure/being flexible

Cautious/openly speaking

Permission to openly speak and agree or disagree

Finish the Roadmap

Brainstorm equity issues that we need to work on, then prioritize

Direction from

CEC on what is role of each bureau's equity committee/relationship between CEC and bureau Equity committees

Space on agenda for bureau's to report back issues and concerns

Assessment of equity initiatives in each bureau. Or can create a road map of all these initiative

Mapping of bureau equity committee efforts

Define role of CEC

Groups to look at institutional policies that are road blocks to equity

Mapping equity efforts in bureaus

Bureau committee updates in CEC meeting

Convene work groups on Inst. Policy and bureau equity committees

Brainstorm urgent issues for the CEC

What are other groups that are needed?

What is the purpose of the CEC vs Equity Committee and how do those work together?