

Women's Empowerment (WE) All-Member Planning Meeting Minutes

Thursday, October 17, 2019, 9:00 am – 10:30 am, 400 SW 6th Ave, Room 203 (Elk Room) Portland OR 97204

Attendees: Sadie Silkie (Water Bureau/ Planning), Shae Davies (OMF City Fleet), Janis McDonald (PBOT), Zuleyma Figueroa (PBOT Streetcar), April Murphy (BES/Admin), Lisa Patterson (PBOT/ Capital Projects), Anastasia Howard (BDS Senior Housing Inspector), Anne Phillip (BES Extra Strength Program), Kari Koch (Civic Life), Kawana Bullock Clayton (PP&R), Ana Brophy (BES Capital Manager II), Juanita Hess (PWB), Arielle Bradford (BES Extra Strength Program)

WE Lead members not present: Bridgette Coleman (PBOT), Emily Volpert (BDS), Melissa (on maternity leave), Natalie Luttrell (BDS Inspector), Sadie Atwell (Arleta School Program Manager), Lolita Broadous (PP&R)

The meeting started with quick introductions and a description of the format for the meeting. All members were encouraged to discuss their ideas for WHM events as well as the focus for WE more generally. This meeting was an open discussion forum to plan work for this fiscal year, with emphasis on Women's History Month (WHM). We conducted a brainstorming session, supported with printed posters from past WHM events. We gathered resources and ideas from members and wrote them on a large format list. Kari Koch volunteered to type up the list and aggregate the ideas and resources to send out to the member list for requesting participation.

Discussion began by mentioning the need for onboarding new employees and supporting women as they transition to new positions throughout the City in their careers. Emphasis was placed on the need for supporting women as they age, since they need different resources through different stages of life. There was an idea to create an event around this for WHM, potentially also involving CAAN and PDX City Mommas.

Career opportunities and guidance was another suggestion for a theme for a WHM event. Career management, taking advantage of promotional opportunities, and LinkedIN career training were ideas that were put forward. It was mentioned that a quarterly resource on this topic would be helpful. The BHR Mentorship Program was discussed as a potential speaker for a WE meeting to disseminate information about that program.

A Professional Development Market was suggested for WHM. This would have a career-fair atmosphere and offer opportunities to update LinkedIN profiles, take headshots, build resumes, and participate in career counseling. We could also incorporate a clothing exchange or stylist presence. A mentor/ mentee speed date could be part of the market.

We discussed having a workshop regarding how to deal with different and difficult people in positions of power or managing for change. This could be a leadership-style workshop aimed at manager participation. It could also be focused on how to manage diverse teams. We also discussed the need for alternative metrics for success from different perspectives.

TED talks were discussed as a way to engage and participate in WHM easily at different locations throughout the City. A WHM walk or bike ride was discussed as a way to talk about the lives and accomplishments of women in Portland. This could intersect with PSU and their Walk of the Heroines.

Offering a Women in Non-traditional Roles panel, focusing on opportunities and pathways for women in the trades, was also discussed. We could connect with Oregon Tradeswomen for this event.

The need for social/ networking events was brought up. These could be hosted in different areas of the City and could be offered on an ongoing schedule. Interest was expressed in events that continued beyond WHM such as a monthly social event or monthly Friday lunch.

Wonder Woman Awards are organized by WE. We will reach out to Debbie Caselton to find out more about what is required to organize that event.

Kari Koch offered to compile the list of event ideas for WHM and resources that the group generated during this brainstorming meeting. She will send this list to the Steering Committee, who will add information about subcommittee descriptions and past WHM flyers before sending the list of ideas out to the greater membership to solicit participation in planning events.

WE Members will be asked to help plan a WHM event and reach out to any contacts they have that could be useful in planning.

Janis let us know that the WHM event flyer needs to be finalized by early February and delivered to employees by the third week of February.