

DEEP Executive Committee Meeting 6/25/2020

Noon to 1pm on Microsoft Teams

DEEP Executive Committee Members			
Robert Bedgood		Pollyanne Birge	X
Becky Chiao	X	Debbie Caselton	X
Wing Grabowski	X	Yvette Gayomali	X
Neelam Jain	X	Angie Harris	X
Janis McDonald	X	Adrien Pacheco	X
Carolyn Quan Lee	X	Jeff Selby	E
Thomas Nancarrow	X	Carol Stahlke	E
Miranda Wood	X		

1. Updates:

- a. Discussion and revision of Affinity Group policies
 - i. Debbie will resend link to policy handbook
 - ii. Debbie spoke with Tracy Reeve (city attorney) about creating a policy – can't be excluded because of identity but can exclude about disruptive actions if raises safety concern (inside or outside of work)
 - iii. Will assign to Jeff and Becky to work with Tracy and can work with Miranda to add to the manual
 - iv. Becky raised issue about enforcing policy in the meeting – what will the process be?
- b. Budget review
 - i. Guessing will get all extra money for affinity groups - \$15,000
 - ii. Have not hired a speaker in a long time
 - iii. Could do a virtual speaker and get more options for speakers
 - iv. Debbie will send out break-down of budget
 - v. Neelam mentions a lot of events will probably not happen this year, use for training and development of BiPOC people (next 3-6 month period)
 - vi. Cannot do any Pcard purchases until after July 1st
- c. Setting time for an affinity group leadership meeting

- i. Debbie will schedule and set up the meeting before her medical leave, will do a save the date and send an invite after July 1st
 - ii. Show affinity group leaders how to have members enter their hours in their time sheet since the process is time - Janis expressed that the process is time consuming/convoluted in SAP
 - d. Speakers and Events Discussion
 - i. hire Walidah Imarisha to do another talk?
 - ii. Janis – would love to see bring in a younger BiPOC speaker to reach out to younger BiPOC staff at the City – expressing that they need support – Janis will ask her team for references – struggling with personal security in the public ROW – working for the government – pushing for change from within
 - iii. Angie forwarded an email from a group called Simple X
 - iv. Wing mentions that having speakers come and speak once is not as helpful, ongoing engagement is important, have ongoing training and engagement and workshopping with Affinity Groups – a series with similar topics and recordings with discussion afterwards
 - v. Wing has a professional Zoom account, and Civic Life (PollyAnne)
 - 1. issue with only being able to accommodate 100 people virtually
 - 2. working with PBOT about best Zoom practices – participatory workshop would be best practice not to record it
 - 3. stop recording and do a non-recorded Q&A section
 - 4. DEEP will pay for its own Zoom account
 - 5. Wing will set up and make a training for the DEEP group on how to use Zoom
 - 6. Make our own DEEP background
 - e. Annual Report
 - i. Miranda has started compiling new efforts and continuing efforts for the report
 - ii. Will work on and complete after Debbie’s medical leave

- iii. Include time that people have billed for affinity group hours – are people utilizing it? Immediately after the hours were implemented there was an uptick in membership

Other Topics

2. Miranda – create DEEP website to hold Juneteenth resources/other educational resources?
 - a. Compile resources and put on the website
 - b. Adrien: do we have any power to influence teaching Juneteenth in the public schools? Presentation to PPS?
 - c. Wing is meeting with Michelle DePass – BPS who is a PPS board member and will mention it to her
3. Wing - reflecting on news of noose being found at a construction site –
 - a. program staff are trying to figure out how to make a strong statement, could DEEP make a statement and read to council? Took a long time to let staff know, is space being created? Where is statement from the City (Council, total) to stand against it?
 - b. Wing will ask Oregon Trades Women about getting their statement and signing on to that
 - c. Becky – Tom Rhinehart put out an email but not sure if that’s not getting projected out?
4. Janis – wanting to have conversations with white colleagues about how to support colleagues of color, having a group to discuss white ally issues
 - a. Wing – White Caucus group formed at BPS – white staff can discuss/unpack white superiority, find ways to ally and support BiPOC staff, transforming to the White Anti-Racism Group – can offer to discuss
 - b. Becky - Office of Equity had talked about break-out groups – what is our relationship to what they are doing? In the absence of top-down some grassroots efforts are happening
 - c. Debbie – racial justice listening sessions happening at BES, different topics for different affinity groups, team of people working with the director
5. PollyAnne – Zine that Civic Life published
 - a. <https://www.portlandoregon.gov/civic/article/762931>
 - b. Talk about City policies that people can relate to and understand
 - c. Added a COVID piece

- d. First issue - how to testify, vote, the City Council structure
 - e. Going to do 3 more – centering historical racial injustice around Albina, tribal community relations, more community created content
 - f. Janis – creating a report on racial impacts from transportation development history
6. Assignment of tasks while Debbie is on medical leave - last discussed in February 2020:
- a. Jeff – citywide emails, has access and knows formatting standards
 - b. Carol, Angie, Tom, PollyAnne – pay bills for affinity groups, has access to Pcards
 - c. Carol, Angie – Budget Questions, will keep track of budget items
 - d. Carolyn – Will respond to anyone who emails DEEP Committee distribution list with general inquiries
 - e. Wing – Will check DEEP email and defer items that can't be answered until Debbie gets back, *Debbie will add Wing to access
 - f. Library will be on hold, but questions about it can go to Yvette