

MEETING MINUTES
DIVERSE AND EMPOWERED EMPLOYEES OF PORTLAND (DEEP)
MONTHLY MEETING

THURSDAY, AUGUST 27, 2020 ☆ NOON TO 1:00 PM
 VIRTUAL ONLINE MEETING VIA ZOOM

DEEP is dedicated to enhancing a work environment that is inclusive and supportive of the City of Portland's diverse workforce that is committed to quality public service.

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

1. Black Girls in Suburbia Documentary – Carolyn will work with Laura John and the filmmaker. Find out how much for showing the 55-minute documentary as well as having filmmaker (local) for Q&A.
2. Affinity Group Member Policy Update (at Attorney's Office) – Tracy Reeve is reviewing.
3. Affinity Group Time (how to log time in timesheet and contract employees) – Showed group how to enter time on timesheet. Working with contract manager at BES for an employee on how to bill affinity group time.
4. Portland.gov migration – Working with POWR and decided to house public facing portion with DEEP on the OEHR site when Jeff Selby is ready to migrate. In the meantime, will continue DEEP site as is.
 - a. Virtual speakers/courses: SpeakOut speakers (group rates - new) – forwarded email.
5. Debbie will schedule Affinity Group Leadership Council meeting for late September or early October.
6. Debbie, Cynthia, Janis and Miranda will work on DEEP 2020 progress report to present in January 2021 to council when all new members are on board. Cynthia asked if this was a good time to advocate for things as well, and the answer is yes. Leadership Development/mentorship was brought up.

7. Conversation came up about Nikki Bennett's meeting with CAAN and CAAN requesting more funds through budgeting. Need to remind CAAN that they need to go through DEEP Executive Committee. It would be great to have a CAAN member on the DEEP EC.

Changes since the 2015 Progress Report:

1. Wonder Woman Awards
2. 19th Amendment Centennial Exhibit and Lizzie Weeks Mural Celebration
3. DEEP Data Report: Supporting Affinity Group Success
4. Update Affinity Groups - expanded funding available to them
5. Completion of DEEP Operation Manual and update to bylaws - living document
6. Update of DEEP Flyer
7. Any new items from council?

Continued Efforts:

Affinity Groups

Education Resources - paying for trainings/books/etc.

Kwanzaa

Library Maintenance