

DIVERSE AND EMPOWERED EMPLOYEES OF PORTLAND (DEEP)
MONTHLY MEETING MINUTES
 THURSDAY, SEPTEMBER 27, 2018 ★ NOON TO 1:00 PM
 CITY HALL, PETTYGROVE ROOM

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	E	Pollyanne Birge	A
Becky Chiao	✓	Maximo Behrens	A
Wing Grabowski	✓	Debbie Caselton	✓
Neelam Jain	✓	Yvette Gayomali	E
Janis McDonald	E	Angie Harris	✓
Betty Nelson	✓	Carolyn Quan Lee	✓
Jeff Selby	E	Thomas Nancarrow	✓
Miranda Wood	✓	Carol Stahlke	✓

Introductions

- With resignation of Janine Gates, Miranda Wood will take over secretary role

HR Proposal

- Cathy Bless (HR) attended Affinity Leadership council as requested by the affinity group leaders
- Cathy presented the proposal for affinity group hours
- Suggested changes to proposal:
 - make affinity group leaders plural since there is more than 1 leader per group
 - change Affinity Group Leader to DEEP Executive Committee and Affinity Group Leaders
- Follow-up questions:
 - Are equity committee managers covered under this policy? Seems like it's a bureau by bureau director decision
 - Do affinity group leaders or members need permission from their managers to participate?

Affinity Group Meeting Note: ULA is voting to change name to LatinxPDX or another title, Groups presented work plans and there's a lot of enthusiasm for the coming year

Affinity Group application

- First meeting for American Indian/Alaska Native affinity group
- Official name still forthcoming
- Laura John is leading, Government Relations
- Interest from 20 employees, 10 showed up to the meeting

- Side note: DEEP could take initiative on having HR ethnicity categories for the City broadened so people can enter multiple ethnicities, Laura is working with OEHR on that

Operations Handbook

- Email sent out Wednesday September 12th for group to respond and provide feedback
- Becky has completed review of bylaws and will send out to group for comment
- Email will be resent - each person sign up for one section, send questions, or do some research to send for to Debbie
- Debbie will send out link to internal files

Films

- DEEP has rights now to show Priced Out (60 minutes) and Sista in the Brotherhood (20 minutes)
- Members will solicit places to show it at: (Carol) can show both at Interstate location (3-4 pm), (Betty) can show at St. Johns community center
- Video is shown on a link and needs internet, may get some thumb drives to load and use in case there's no internet

Commissioner Fritz meeting

- Cynthia Castro is with Commissioner Fritz' office now and Fritz is overseeing OEHR
- Debbie is meeting with Cynthia Monday to see what the commissioner wants to talk about
- Judy Prosper with city attorney's office was tackling civil rights and gender neutral language, no one can discriminate based on gender identity in the City, had asked LGBTQ affinity group to give input

Brochure

- Ideas for the brochure:
 - Very brief overview and then refer to website
 - Graphic of DEEP executive committee and Affinity Groups, partnership with OEHR
 - Give very brief overview of tasks/purposes and then refer to website for specifics
 - Incorporate championship and advocacy we have done
 - Always: Affinity Groups and Cultural Celebration
 - Sometimes: advocate for bureau change and peer support
 - Policy development with equity
 - Bring speakers on diverse topics and trainings
 - Get standard template/cheaper size/material paper stock

- Brochure language and bylaws language is similar and could be used for mission:
- Deep was developed by City employees for city employees as a way to enhance the City work experience through networking, resource, and professional development and support.
- Include equity in our mission/materials? Ask Jeff for some suggestions.