

MEETING MINUTES
DIVERSE AND EMPOWERED EMPLOYEES OF PORTLAND (DEEP)

APRIL 23, 2015 ★ NOON – 1:00 PM
CITY HALL – ROSE ROOM

Present	Absent
Maximo Behrens	Thomas Nancarrow
Debbie Caselton	Greg Wolley
Janis McDonald	Dennis LoGiudice
Mary Hansen	Yvette Gayomali
Jim Fairchild	
Carolyn Quan Lee	
Delphine Kennedy-Walker	
Angie Harris	
Dylan Carmody	

I. Upcoming DEEP Events

- April 30th – A Finished Heart
 - Debbie and Delphine volunteered to staff the doors since there will be no late or re-entry
 - DEEP has a new volunteer who is helping with AV. His name is Robert Strong.
- May 11-17 is Mental Health Awareness Week and Debbie is trying to coordinate a panel on Thursday May 14th at 12noon. Debbie and Dylan will be two of the panelist. PDXCityMamas will also have someone who has dealt with post-partum depression. They will also incorporate EAP resources and a proclamation
- May is Asian Pacific Islander Heritage Month. Debbie and Carolyn are working on a proclamation.
 - Simon Tam and the Slants will perform and give a talk on Thursday, May 7th at 12noon.
 - Minidoka Swing Band (<http://www.minidokaswingband.com/>) will be performing on 5/28.

II. DEEP Retreat

- This year's retreat will be held at the Q Center. An agenda was developed at the meeting, but please send Debbie any suggestions. More day of details to come.

III. Mentorship Program

- Janis presented the details of the DEEP mentorship pilot program.
 - Janis and Greg met with Dante who confirmed there is \$10,000 available for various aspects of the program.
 - The pilot program will run for between six and nine months (we agreed nine months would be better). Mentees must be a member of WAG, ULA or CAAN. There will be five mentees from each group for a total of 15 mentees in the pilot program.
 - The program will be announced city-wide with contact information for the three affinity group liaisons with a brief description about a desire for city leadership
 - A Mentor category will be added to the DEEP website to have a single location for details and the application.
 - There will be a Q&A session about the Mentorship program during the week of June 22-26 to answer questions about the program and drum up interest.

- The application will be live July 1-17th on the DEEP webpage (we will use a Track-it form)
- Application process
 - Start in July with the application going live
 - The criteria for selecting the mentee will be published with the final decision made by DEEP
 - There is a significant time commitment so supervisors' will need to sign off on participation.
 - There may be a mentor list but mentees can choose their own mentor
 - A formal letter from DEEP will confirm the relationship between mentor and mentee
 - Over the 9 months, there will be trainings for mentor and mentee from internal and external trainers. Mentor and mentee will meet once a month. There will also be a cohort model for the mentees to help deepen the experience.

Meeting adjourned at 1:00 PM
Minutes taken by Mary Hansen