

MEETING MINUTES
DIVERSE AND EMPOWERED EMPLOYEES OF PORTLAND (DEEP)
EXECUTIVE MEETING
 THURSDAY, JUNE 25, 2015 ★ NOON – 1PM
 CITY HALL – ROSE ROOM

Executive Committee Members			
Angie Harris	E	Janis McDonald	✓
Carolyn Quan Lee	✓	Jim Fairchild	✓
Debbie Caselton	✓	Mary Hansen	E
Delphine Kennedy-Walker	E	Maximo Behrens	✓
Dylan Carmody	E	Thomas Nancarrow	✓
Greg Wolley	✓	Yvette Gayomali	E

- Carolyn relayed to group that Delphine was curious if we should include the soon to be Disability Awareness group in the Mentorship Planning? All agreed that this is the pilot and we need more leadership and the DAG to be in place before we can include them. They will be a priority though when we get the mentorship program up and running.
We should do a lunch & learn in September or October for DAG. 7/26 is ADA 25 year anniversary.
- Delphine will be talking to a member of the CEC (not named here for privacy reasons) about a white ally group and his suggestion of a possible affinity group?
- Debbie suggested it would be great to have a list of trainings ahead of time from groups such as APANO and City Club instead of last minute.
- Janis reported that the meeting with Dante went really well. The mentorship program is being finalized for the pilot and a citywide email should go out in August and once again late August for employees from WAG, CAAN and ULA to apply starting 9/1/15 and deadline 9/16/15. A reminder email to citywide will be sent about the deadline on Monday, 9/14/15. Applications will be reviewed and decisions on mentors/mentees will be done by November 15 with a start date of the training, etc. on January 1, 2016.
- Budget proposed at the RETREAT (dream budget):

Speakers/Events (1 big speaker - \$5k, Walidah - \$1k, Kwanzaa)	\$8,000
Communications/Promo -	\$1,000
Training	\$5,000
Affinity Groups	\$3,500
Sponsorship	\$3,000
Miscellaneous	<u>\$ 500</u>
Total	\$21,000

The reality is that we only have **\$10,000** in our budget for FY 15/16 and another \$10,000 for the Mentorship Program for FY 15/16.

The new proposed budget is:

Speakers/Events (Walida \$1k, Kwanzaa \$2500, speaker \$1500)	\$5,000
Communications/Promo (banner + mic (\$299)	\$1,000
Trainings (sending employees to/not DEEP)	\$1,000
Affinity Groups (potentially \$200 each)	\$2,000
Sponsorship (Colored Pencils \$300)	\$300
Miscellaneous	<u>\$700</u>
Total	\$10,000

If we need more for a speaker, talk to OEHR possibly about getting more funds. If we have money left from other line items, the focus is to get city employees to trainings if possible, so we would increase that budget first.

Tasks

- ✓ Janis is looking at Friendly House for our annual retreat next year (cost).
- ✓ Debbie is checking with Rupert Kinnard on better dpi on Logo

Meeting adjourned at 1:00 PM
Minutes taken by Debbie Caselton