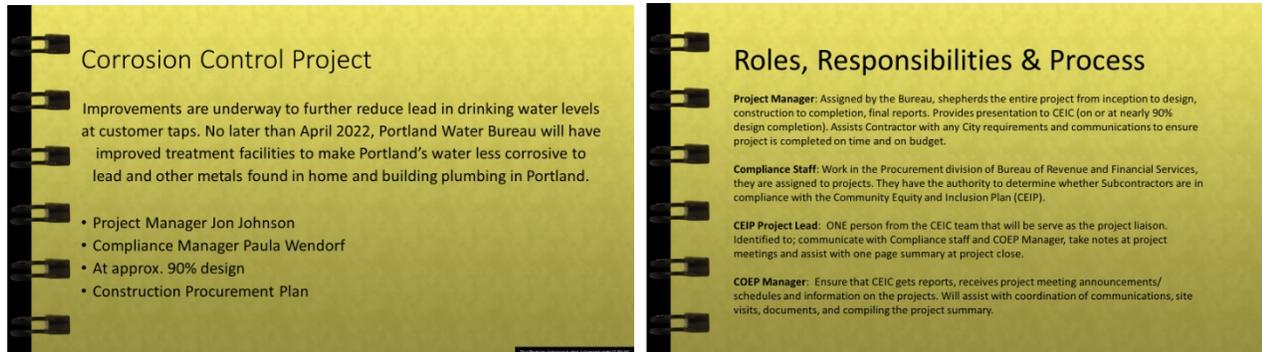


Community Equity and Inclusion Committee (CEIC) Meeting Notes: December 3, 2019

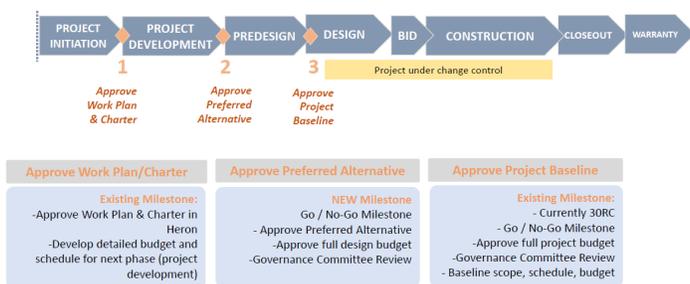
Attendees: Connie Ashbrook, Jen Grey O'Connor, Adrian Gronauer, Kelly Haines, Bernice Lopez- Dorsey Janice Mason, Tom Pearson, Maurice Rahming, Sydney Schilling. Staff; Judith Mowery OEHR, Lilly Copenagle Consultant, Gennie Nguyen Paula Wendorf, Cathleen Massier and Cathy Sherick, Jon Johnson.



Jon Johnson provided explanation to committee of the work, purpose is water safety and lead leaching. Compliance deadline is 2022. This is a CMGC project, on Lusted Hill property, project will add to the current facility. Project schedule, design work at GMP. Construction late May or early June, likely this contractor will be the one selected going forward. Specialty work, that will be excluded from CEIP, is only the machinery. Questions from the group included bonding, fees, what is included, how define hard construction costs as it is in CEIP. Jon provided an explanation of specialty work, as uncommon. The group asked if there was an availability analysis of contractor pool? (not currently)

CEIP was included in RFP so there is a plan from the contractor to address the CEIP. The committee will review the plan prior to the next meeting and provide input to the contractor. It is anticipated that Andre Baugh will be consulting on the project to assist with equity outcomes.

Capital Project Delivery Phases & Gates



Project Timelines:

*See handout provided to the group re: project phases. Short discussion of the most advantageous time to begin CEIP with CEIC. Corrosion Control Project Manager provided CEIP to contractor who devised plan. Is it more effective to walk through the CEIP with the contractor? At what point in the timeline – 60% to 90% design completion. Ability to help contractor

shape his plan, ability to look at scopes in the contract before they go to bid to see if there might be opportunity to engage minority contractors, build teams of contractors and/or aid with bidding etc. Contractor should have CEIP and can develop in advance. CEIC should also review RFP and plan (CEIP from contractor), then meet with contractor with a prioritized list of items to address. Timing on projects may be slightly different for each one,

and the ability to schedule the CEIC and the construction project teams at most appropriate time is still in process. Training for construction contractors on CEIP might be helpful, as well as a training for Project Managers.

Inside Project Compliance

On every project there will be one person from the CEIC who will operate as "lead" for the CEIC for the "Project". That person will be responsible for communicating on the project with procurement staff, getting questions answered, forwarding reports to committees etc. Cathy as staff will support these communications and help establish these processes. This data will help the committee follow project outcomes for hiring, apprentice and subcontracting.

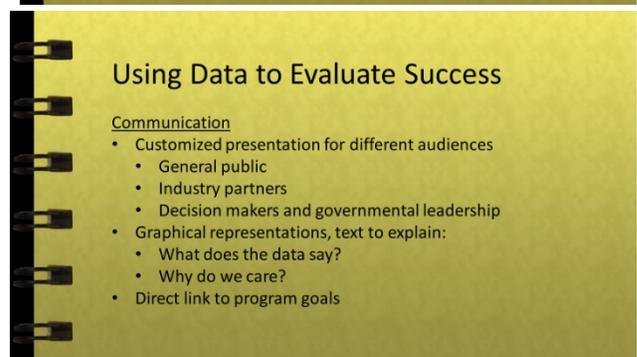
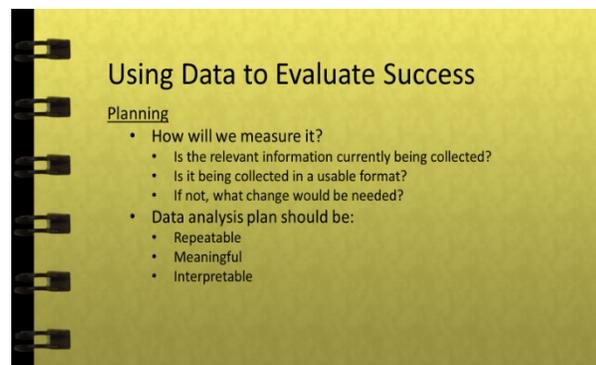
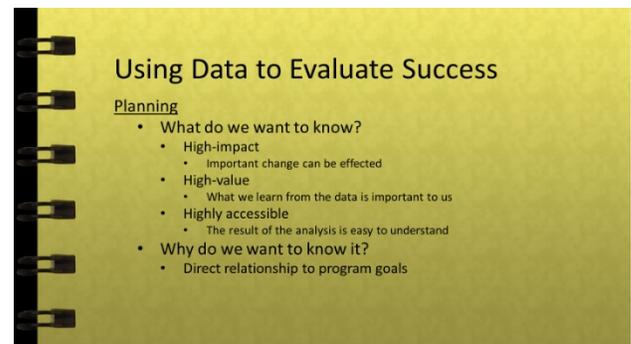
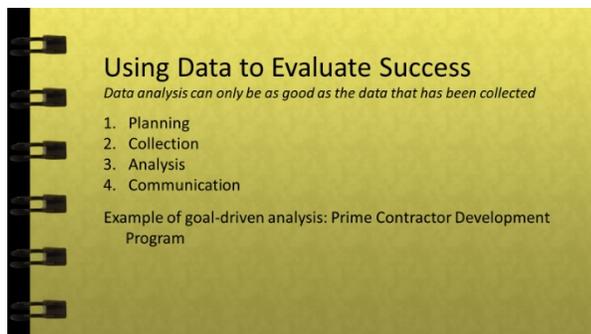
- **Compliance Reports:** Procurement staff monitor the CEIP and the contractors plan. All activity on the contract is recorded on the report. Contractor is required to keep up to date.
- **Apprenticeship Reports:** detail demographics, journeymen and apprentice hours for women, minorities.

Questions from the group: Column for #'s man hours, what are values to the community, exclusions to RFP and how are those decisions made? Are these the issues that the CEIC should be tracking via the CEIC, does this give us all the data we need to make decisions? (Yes, and No). Clarity of roles about the Procurement staff and fines for non-compliance. Who makes those decisions? (Procurement Staff) Has the City ever kept someone from not bidding due to continued non-compliance? (NO) As that is a policy issue it would be a council decision.

Are contactors actually fined? (YES) Where does the funding go from the fines for non-compliance? In to a fund and that is granted out to local org's providing apprenticeship or other construction related training (most recently). *Cathy will work on a diagram/ illustration of this for the committee.

Please go to <https://www.portlandoregon.gov/brfs/78099> to review PCDP annual report.

Lilly Copenagle provided a brief over-view of how data metrics work, and the process for same. The CEIC may



want to consider is the data relevant, are we communicating well, and is it interpretable?

Getting to reader understanding with language, can the data stand up to scrutiny and harnessing our ability to be our own best skeptic. Being sure we are measuring what we want, with each data point: analysis, assumptions and impacts, asking the "But WHY questions". The more we can identify our decisions, our choices we can refine what it is we want to change, how we are changing it, and the outcome. Attaching it to the goals of the CEIC? Should we be looking at percentages? Do they tell us anything? Or would rates of pay increases, types of jobs and pay rates, what are the key elements that we can make progress on through this work? Employment pathways are not always smooth, be aware of the construction landscape.

Trigger the market and shifting the culture of construction training, hiring and retention. What data is enough the same, (apples to apples) to be able use that data, to measure the performance of the plan.

E.g. can we use demographic data from the census as comparative. It will work if we have the same categories. Jan M. to see if she can get that information for our group. Align with the census and when we do comparisons, (as for comparison BOLI data in bigger buckets) how do we choose?

COBid discussion: is it worth doing and who does it benefit? Are we missing more MWESB than we are gaining due to the certification process? What do we think the data says, and why does it say that, and how it then relates to the program?

Discussion of Mult Co Courthouse; a review of when the project was (x percent) complete. While we know how contractor is performing, where they are in the work, if we look at the percentages of women, we need to call out women of color. The data we are collecting now is not spot lighting that deficit (women of color on the worksite), accurately.

Review of the By-Laws

We did not have time to review the bi-laws in their entire form. It was pointed out that there are different types of committees at the City, and the question what which one is the CEIC?

Discussion included: Judith Mowry Judith shared an addition to the bylaws to address conflict resolution. OEHR is willing to assist members in resolving conflict if needed. Additionally, clarification was added that OMF director has the authority to remove members from committee if needed.

*New format for By-laws – we were using an older version that has since been retired.

Please bring your suggestions for the bi-laws to the next meeting.

NEXT STEPS:

- CEIC to review PCDP report and the data contained there.
- CEIC members to **come to the next meeting with 2 data points** they want to look at for the work of the CEIC.
- **Meeting: Tuesday January 7th, at Worksystems Offices Conference Room 1618 SW 1st Ave Suite 450, Portland 97201**