



City of Portland, Oregon  
Chabre Vickers, Chair  
421 SW 6th Avenue Suite 500 · Portland, OR 97204  
503.823.2173 · www.portlandoregon.gov/oehr/hrc

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## Meeting Minutes

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**Date:** December 7<sup>th</sup>, 2016 Time: 4:40 p.m. 7:15 p.m.

**Location:** 421 SW 6th Avenue, Suite 500 Portland, OR

**Commission Attendees:** Chabre Vickers, Audrey Alverson, Alisha Zhao, Brandie D. DelaHoz, Jon Shadel, Josue Ramirez, Michele Wilson

**Excused:** Daniel Franco

**Absent:**

**OEHR Staff:** Director Dante James, Tatiana Elejalde

**Note taker:** Stephon Hartley

**Motion:** Audrey Alverson; Approve October meeting minutes

**Second:** Michele Wilson

**Abstentions:** Brandie Dieterle DelaHoz

**Pass / Fail:** Pass

**Motion:** Michele Wilson; Approve proposed agenda

**Second:** Alisha Zhao

**Pass / Fail:** Pass

### Chairs Statement

- **Emily G. Gottfried Awards**
  - Special thank you to those who attended
    - Highlighted for work done re: Emily G. Gottfried Ceremony; Tatiana, Jeff, Josue, and OEHR
  - Any thoughts?
    - Event went really well and was incredible
    - With all of the support we had at the event from people and organizations I feel positive going into 2017 doing work with Human rights in 2017
    - EGG Awards Event had powerful spiritual feeling
    - The community aspect was inspirational
    - Loved to see how much of a ripple affect Joyce Harris had on so many people in the room
    - Networking at the end was beneficial and was exciting
      - Had a family reunion vibe
  - Chabre Vickers Stepping down from her Chair position with HRC and as a commissioner
    - The resignation will not show up until Wednesday, February 1<sup>st</sup> which is the next official meeting
    - General leadership role for chair and vice chair will consist of things such as:

- Voting for new members and facilitating are among the roles you will play as chair
- Connecting with elected officials soon
  - Reschedule current meeting with Novick, with the commissioner elect Chloe Eudaly

## **OEHR Director's Report**

### **Dante James**

- Congratulations on your wonderful community event
  - Director James started off by highlighting work that HRC does for the Community
  - Networking was important and solidifies the relationships that HRC is designed to have with the community
    - Would like to see more elected there
    - City & County
- Thank you to Chabre for her tenure as Chair of HRC and for her blood sweat and tears in making this work amongst all of your responsibilities.
- Budget
  - Due Jan. 30<sup>th</sup> 2017
  - Requirement that all bureaus submit a 5% cut.
    - We do not have 5% to give without some pain
    - We will have conversations with the Budget Advisory Committee
    - Would any Commissioner like to sit on this Committee?
    - We expect to meet once this year and once in January
- New Mayor
  - Nobody knows what he will do when exercising his right to assign bureaus; whether he will keep OEHR or not
  - He claims to not be looking to make any initial changes before the election and before we had a new Commissioner
  - He respects numbers so I would recommend having data to back up any proposals or recommendations
  - The new Director of OMF and the incoming Chief of Staff are good contacts for Mayor elect (Tom Reinhart, Maurice Henderson).

## **Public Meeting Law Training**

### **Lead by: Judy Prosper, CA**

- Onboarding Training #2
  - If you violate an ethical rule you are personally responsible to go before the ethics board and will have to provide your own attorney etc.
  - Avoid self-enrichment or benefitting family (Ex: Hiring on Family) or crediting yourself
  - Family includes: In-laws, financial dependents, anyone on insurance etc.
  - Calling a friend in the Police department to fix a ticket is an example of crediting yourself.
  - Don't hire relatives, or supervise them
  - Do not accept gifts from the public if you wouldn't have been given it without being in your position
  - This board cannot decide they like one political candidate over another as well as ballot measures (board cannot make any political decision).
  - If quorum is present outside of a public meeting space, you are in violation

- Do not go between your personal and work emails
  - Send every document through your work email and CC Tatiana and/or Chabre
  - Do not send email back and forth, send it to Tatiana and BCC others
  - Do not reply all
  
- Public meeting requirements
  - Give 48Hr notice
  - Public must be invited
  - Must happen within geographical boundaries
  - Presiding officer who controls the meeting (Chair, Facilitator)
  - Votes
  - Recorded
  - Minutes taken
  - No secret ballots
  - Etc.

## **Staff Report**

### **Tatiana Elejalde**

- Happy the event was beautiful
- Enjoyed connecting with the Awardees
- Nominations from OEHR staff were actually chosen and I would like to encourage all Commissioners to input nominations
- Forge new relationships and use existing relationships to inform the community on the vacancies within the Human Rights Commission
- I need the Administration of Justice and CPRC statement as soon as possible

## **Executive Committee Report**

- Nothing from the executive committee meeting
- Special meeting
  - The “Know your civil rights” piece would include at least five groups that we worked with
  - A resource list would be shared along with the statement and built up and shared during the know your civil rights event in 2017
- Possibly at the February meeting we will have minutes from those two meeting to vote on

## **Subcommittee Report**

### **Housing Rights**

- Have not met
- Wednesday January 4th is the next scheduled meeting

### **Administration of Justice**

- Wednesday January 4th is the next scheduled meeting

## **New Business**

- Keeping OEHR in the Mayor’s portfolio
  - Draft a letter letting mayor elect know that HRC (OEHR) would like to stay in his portfolio

- Meeting will be for a separate reason and will happen after they have had at least a month in office
- Who wants to start a letter?
  - Michele volunteered to start the letter and send it to Chabre and Tatiana

### **Announcements and Closing Statements**

- More information to come on the process for filling leadership roles
  - A special meeting can be held to nominate leadership
- Thank you

**Meeting Adjourn:** 7:15pm