

Metro | Meeting minutes

Meeting: Equity Strategy Advisory Committee
Date: Monday, Sept. 25, 2014
Time: 3 to 5 p.m.
Place: Metro Regional Center, Room 370A, 600 NE Grand Ave, Portland

Attendees

Equity strategy advisory committee

Rey España, Vice chair; Betty Dominguez, Philip Wu (by phone), Daniel Vázquez, Julia Meier, Pam Treece, Irene Konev

Absent: Carl Talton, Ben Duncan, Kirsten Kilchenstein, Judi Martin, Virginia Nguyen,

Metro

Scott Robinson, Pietro Ferrari, Cassie Salinas, Juan Carlos Ocaña-Chíu, Valerie Cuevas, Patty Unfred, Jessica Rojas

Welcome and announcements

Pietro Ferrari opened the meeting with a discussion on how to invigorate the ESAC's attendance and solicited input or ideas from members. Betty Dominguez suggested the idea of rotating meeting locations in the region; Irene Konev and others seemed agreeable to the idea. Staff will follow up with Carl Talton on this possibility.

Acting in his capacity as vice chair, Rey España began with review of the agenda. Being that there was not sufficient quorum, the group decided to not take action on approving the meeting minutes for August meeting.

Program updates

Critical milestones

Pietro Ferrari updated members on the progress of the program and reviewed the timeline, bringing attention to the critical milestones and providing details of the baseline workgroup presentations to Metro staff and senior leadership on the draft indicators. Staff has begun the next stage of examining Metro roles and responsibilities. The advisory committee can expect to review the report draft in early October, with the baseline workgroup presenting the draft report at Metro Council work session on Oct. 21 for feedback. The report will be finalized with Metro Council and advisory committee feedback in November for advisory committee recommendation to the COO and final presentation to Metro Council in early December.

December will also mark the end of the contractual obligation of the baseline workgroup and the advisory committee will have space to evaluate this model of engaging

organizations in this capacity with consideration to the upcoming community engagement phases.

Diversity, Equity and Inclusion coordination

Scott Robinson introduced Patty Unfred, Program Director of the newly created Diversity, Equity and Inclusion (DEI) program in the Office of COO. Scott Robinson highlighted Patty Unfred's public service leading Title VI compliance work and public involvement at Metro. Patty Unfred shared some of her work background of being involved with the parallel efforts around diversity, equity and inclusion and explained that this transition is formalizing the coordination and great work that has been happening. Patty Unfred will work with Bill Tolbert, Diversity program manager, and Pietro Ferrari as a part of the DEI leadership team, with her initial role as a limited assignment with focus on building a foundation and the deliverables. It is expected that the restructure will improve access and communication with the Senior Leadership Team in regards to the diversity, equity and inclusion work at Metro.

The Advisory Committee was encouraged to share their thoughts and members requested talking points about the DEI framework to share with their communities. Daniel Vázquez asked specifically about any change of Bill Tolbert's relationship with human resources and how recruitment is carried out at Metro. Committee members expressed interest in how diversity goals are being set and measured, and how the public can access diversity statistics on Metro's workforce. Scott Robinson noted that while no quantitative goals are in place, the Diversity Action Plan's team focus on best practices and strategic initiatives, like a recent study of the First Opportunity Target Area (FOTA), are driving progress in recruiting and retaining a diverse workforce. Rey España offered his appreciation of Metro's intentionality in pursuing an internal cultural change and offered suggestions as to how this can work and how to move forward, through improvement of internal communications and focus on each initiative connects Metro to its communities.

Expert comments and survey results on draft indicators

Pietro Ferrari briefly presented the results from a survey on the draft indicators that the advisory committee charged Metro staff to conduct with various experts in the region to weigh in on the draft indicators. The survey received 68 total responses from 50 individuals through Aug 22- Sept 14. Pietro Ferrari described the quantitative and qualitative responses to each of 3 questions in 10 different categories and comments made on possible roles for Metro to address them. The goals of the survey were met in that it served to validate the indicator categories selected and prioritize them for further analysis. This information will be shared with the equity baseline workgroup currently drafting the baseline report. Housing related indicator questions received responses that have a specific connection to Metro and transit. Betty Dominguez suggested including TriMet as part of the transit-oriented development process. Cassie Salinas noted that many survey participants indicated interest in hearing more about the equity strategy and will become a part of the growing interested parties list. Committee members will be provided with the full survey comments. The first draft of the equity baseline report is underway; the committee will have access to review the second draft in early October.

Discussion on draft indicators

Juan Carlos Ocaña-Chú began the discussion of the draft indicators, offering some of the details from the recent baseline workgroup meeting with Metro senior leadership. Feedback was directed towards the level of accountability Metro has, the scope, and timeliness. A more in depth conversation with each department head will follow shortly. Scott Robinson reiterated that the charge for the baseline workgroup is to look at equity broadly in relations to the six desired outcomes. The goal is to first identify what is important to the community and then identify how Metro's scope of work will relate.

Juan Carlos Ocaña-Chú invited committee members to bring their level of expertise in prioritizing the data sets within each of the ten indicator categories. The spreadsheet, *Metro roles responsibility accountability indicators matrix*, will be sent to committee members to prioritize the draft indicators. Members will use the spreadsheet, Column E, to prioritize each indicator using either a high, medium or low rank to communicate the importance for the communities. This exercise, along with discussions with Metro senior leadership on Metro's roles and responsibilities, will inform the building blocks for developing the equity strategy. Spreadsheets with rankings will be emailed to valerie.cuevas@oregonmetro.gov by Oct. 5.

Overview of other Metro initiatives related to equity

Patty Unfred and Cassie Salinas offered examples of the following recent initiatives.

Metro Procurement will host a workshop on Oct. 30 to share about the State of Oregon's Minority, Woman-Owned and Emerging Small Business program and the Oregon's Procurement Information Network (ORPIN) at this informative, business-building workshop. Attendees will learn about Metro's programs, business resources and upcoming contracting opportunities. Information will be provided on how to access free proposal development support for an upcoming contract opportunity for Natural Areas Habitat Restoration (RFP 15-2788). Parallel workshops will be presented in English and Spanish.

Oregon Fellow, Cynthia Alamillo, recently completed a 10-week study of community partnerships at Metro. The report, which includes recommendations focused on contracting opportunities with community organizations for public engagement, will be emailed to the committee.

As a priority action to address committee diversity in the Diversity Action Plan, Metro recently conducted a voluntary demographic survey of 25 committees. The survey establishes a baseline for further action to address under-represented groups on committees such as ages 18-33, people of color and lower income. Staff will begin working with five committees to pilot strategies and problem-solve barriers to serving on Metro committees.

Next steps

- Indicators feedback due on Oct 7th.
- Next advisory committee meeting is Oct.20, 2014.