



METRO COUNCIL WORK SESSION
Meeting Minutes
December 1, 2015
Metro Regional Center, Council Chamber

Councilors Present: Council President Tom Hughes, and Councilors Bob Stacey, Shirley Craddick, Carlotta Collette, Craig Dirksen, and Kathryn Harrington

Councilors Excused: Councilor Sam Chase

Council President Tom Hughes called the Metro Council work session to order at 2:01 p.m.

1. CHIEF OPERATING OFFICER COMMUNICATION

Chief Operating Officer Martha Bennett updated Council on the following items:

- Ms. Bennett distributed three handouts related to the upcoming Council Retreat and asked Councilors for feedback and direction regarding the budget process and what topics in the region Metro should pay attention to.
- Ms. Bennett introduced Ms. Cary Stacey, Ms. Rachel Coe, and Ms. Amy Padilla, Metro staff, to discuss Metro's new intranet named MetroNet. Ms. Stacey spoke to staff's seven goals for MetroNet and discussed the history and timeline, staff engagement, and staff feedback. Ms. Padilla provided a handout with snapshots of various MetroNet pages and spoke to the structure, functionality, and features of the new interdepartmental website.

2. DIVERSITY, EQUITY, AND INCLUSION AT METRO

Ms. Patty Unfred, Metro Diversity, Equity, and Inclusion program director, updated Council on progress made in the areas of diversity, equity, and inclusion (DEI) in 2015. Ms. Unfred provided a comprehensive overview of the progress made on Diversity Action Plan core area goals, which include internal awareness and diversity sensitivity, employee recruitment and retention, committee membership and public involvement, and procurement. Ms. Unfred spoke to various cultural events and activities, including Metro's DEI Awareness Month last January. Ms. Unfred highlighted the SummerWorks internships and noted that unconscious bias training will begin in January 2016.

Council Discussion:

- Councilor Craddick acknowledged the importance of being a DEI leader in the region and encouraging other jurisdictions to join Metro in DEI efforts and goals. Councilor Craddick spoke to her understanding that efforts are currently being focused internally and inquired about when Metro will move into a more regional discussion.
- Councilor Collette expressed her excitement to see Metro completing work uniquely and internally, rather than copying what other jurisdictions have done.

- Councilor Harrington expressed interest in DEI staff sharing information related to unconscious bias training at upcoming Metro Policy Advisory Committee (MPAC) and Joint Policy Advisory Committee on Transportation (JPACT) meetings.
- Councilor Stacey discussed the need for a coordinative and collaborative approach across the government to ensure that jurisdictions are working with and for its constituencies to effectively fulfill obligations and provide opportunities for the entire community to be involved in decision making.

3. AFFIRMATIVE ACTION PLAN

Ms. Mary Rowe, Metro Director of Human Resources, updated Council on the status of the Affirmative Action Plan and Metro's progress on meeting hiring goals. Ms. Rowe noted that Metro voluntarily complies with Federal Affirmative Action guidelines. Additionally, Ms. Rowe acknowledged the need to focus on representation of people of color and women in all levels of the workforce and discussed the next steps associated with recruitment and retention.

Council Discussion:

- Councilor Collette noted that Metro is training the workforce and asked if staff could create a handout for district outreach purposes that explains and demonstrates how Metro is creating jobs.
- Councilor Stacey expressed interest in receiving more information about the Affirmative Action Plan, including utilization rates and what elements of the workforce are being measured.

4. FISCAL YEAR 2014-15 MWESB AND FOTA ANNUAL UTILIZATION REPORT

Ms. Gabriele Schuster, Metro procurement manager, updated Council on the status, program activities, and utilization for the Minority, Women, and Emerging Small Business (MWESB) and FOTA Programs. Ms. Schuster discussed the highlights of this year's MWESB program, including expanded training and technical assistance to MWESB firms, new outreach activities, and interdepartmental collaboration with Metro's DEI team. Ms. Schuster spoke to an open house partnership with Multnomah County and Metro's attendance and support at trade shows around the region. Ms. Schuster noted that Oregon has a very limited number of MWESB certified firms and Metro is working with the State of Oregon on certification.

Council Discussion:

- Councilor Harrington discussed how MWESB techniques fit into Metro's portfolio and make an impactful change in the community. Councilor Harrington spoke to the State of Oregon's implementation of utilizing protected veterans for new and small businesses and asked whether this regulation was automatically part of Metro's MWESB program.
- President Hughes discussed the importance of MWESB being part of a pipeline that builds across the public sector and trains enough employees to be journeymen. President Hughes spoke to the need for opportunities for people to move into the private sector after a public sector job and noted that better coordination with jurisdictions could provide coherent policies.

5. CONNECTING HISTORICALLY UNDERREPRESENTED COMMUNITIES TO METRO'S DECISION MAKING PROCESS: OVERVIEW OF OREGON INNOVATION AWARD WORK AND YOUTH ENGAGEMENT STRATEGY

Ms. Becca Uherbelau and Ms. Peggy Morell, Metro staff, shared an overview of the Community Relations Division's work to connect historically underrepresented communities to Metro's decision-making process. Ms. Uherbelau discussed how Metro's Communications Department has taken a strategic approach throughout the last year to build and strengthen relationships with diverse communities around the region and bring a wider array of voices into Metro's decision-making process. Ms. Morell spoke to two new initiatives, the Oregon Innovation Award for inclusive public engagement and the youth engagement strategy, that have provided foundational research, facilitation, and support through collaboration with existing Metro programs working on DEI issues. Ms. Morell introduced Oregon Hatfield Resident Fellows Ms. Erin Pidot and Ms. Addie Shrodes to highlight their respective fellowships at Metro. Ms. Pidot spoke to her partnership with internal Metro staff, staff from local partners, and representatives from community based organizations to develop a strategy for more inclusive public engagement. Ms. Pidot highlighted the immediate and long-term benefits from focusing on inclusive public engagement, including greater diversification of Metro's advisory committees and work force and a higher likelihood that adopted plans and policies are sustainable, inclusive, and responsive to community needs. Ms. Shrodes discussed her focus in developing a strategy to address the challenges and opportunities for better youth engagement and cultivation of youth leadership in Metro's programs and activities. Ms. Schrodes noted that the youth engagement strategy's vision is to develop environmentally and civically engaged young leaders from historically underrepresented communities. Ms. Schrodes added that the scalable strategy will include a vision statement, three interconnected focus areas, and a range of goals, objectives, and recommended action items.

Council Discussion:

- Councilor Dirksen noted that pursuing student leaders and youth advisory councils is a good place to start, as these students are enthusiastic about public engagement.
- Councilor Collette thanked the Oregon Hatfield Resident Fellows for their service to engagement and for creating the constituency and leadership to continue with regional goals.
- Councilor Harrington inquired whether community feedback for Metro to create a safe place for more people to be heard and for Metro convene more often came from stakeholders MPOs or jurisdictional staff. Additionally, Councilor Harrington asked if there has been youth engagement with the bus project.
- Councilor Stacey spoke to the importance of youth engagement, noted that capacity building needs to occur at all levels, and recommended a full community engagement strategy.
- President Hughes expressed interest in a regional youth advisory committee and an outreach program, as it can provide an opportunity to expose young community members to the government.

6. COUNCIL LIAISON UPDATES AND COUNCIL COMMUNICATION

President Hughes spoke to the recent Greater Portland Inc. (GPI) retreat and highlighted the Greater Portland 2020 vision plan. President Hughes discussed how the business community had the opportunity to connect on issues relating to marketing Portland's quality of life and world renowned workforce.

7. **ADIURN**

Seeing no further business, Council President Hughes adjourned the Metro Council work session at 4:10 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Kate Giraud". The script is cursive and fluid, with the first name "Kate" and last name "Giraud" clearly legible.

Kate Giraud, Council Policy Assistant

ATTACHMENTS TO THE PUBLIC RECORD FOR THE MEETING OF DECEMBER 1, 2015

ITEM	DOCUMENT TYPE	DOC DATE	DOCUMENT DESCRIPTION	DOCUMENT No.
1.0	Handout	12/1/15	December 8, 2015 Council Retreat Draft Documents	120115cw-01
1.0	Handout	12/1/15	MetroNet Handouts	120115cw-02