

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF CONFIRMING) RESOLUTION NO. 17-4807
APPOINTMENTS TO THE METRO)
COMMITTEE ON RACIAL EQUITY AND) Introduced by Council President Tom Hughes
AMENDING ITS CHARTER)

WHEREAS, in compliance with Metro’s Strategic Plan to Advance Racial Equity, Diversity and Inclusion (“Strategic Plan”) the Metro Council created the Committee on Racial Equity (“CORE”), approved its charter and confirmed the appointment of its two founding co-chairs on March 16, 2017; and

WHEREAS, by a fair and open process, Metro has recruited applicants for the CORE and the Metro Council President has appointed selected applicants consisting of members of the public who have a commitment to advancing racial equity and the skills, knowledge and lived experience to assist Metro Council and staff on the implementation and evaluation of the Strategic Plan; and

WHEREAS, Metro Code Chapter 2.19.030 requires that the Metro Council confirm appointments made by the Council President to Metro’s Advisory Committees; and

WHEREAS, the desire to establish a formal liaison position from the Metropolitan Exposition Recreation Commission (“MERC”) to the CORE has been identified and supported; now therefore

BE IT RESOLVED that the appointments by the Metro Council President to the CORE are hereby confirmed to serve for one two-year term, effective immediately, in the form attached as Exhibit A; and

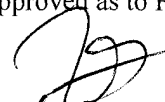
BE IT FURTHER RESOLVED that the CORE charter, Section E – Membership, is hereby amended to include one (1) non-voting MERC liaison to the CORE, to be appointed by the Metro Council President, in the form attached as Exhibit B.

ADOPTED by the Metro Council this 25th day of May, 2017.



Tom Hughes, Council President

Approved as to Form:



Alison R. Kean, Metro Attorney

**Committee on Racial Equity
Membership
(Organizations listed for reference purposes only)**

Co-chairs (appointed on March 16, 2017):

1. María Caballero-Rubio, Centro Cultural de Washington County
2. Sharon Gary-Smith, philanthropic consultant

Members:

3. Martine Coblenz, Clackamas County Resolution Services
4. Kari Herinckx, Washington County
5. Karla Hernandez, Adelante Mujeres
6. Duncan Hwang, Asian Pacific American Network of Oregon
7. Laura John, Education Northwest
8. Patricia Kepler, Independent Living Resources
9. Donna Maxey, Race Talks
10. Shweta Moorthy, Coalition of Communities of Color
11. Dele Oyemaja, WorkSource Portland Metro – SE Works, Inc.
12. Daisy Quiñonez, Bus Project
13. Katie Sawicki, Equity in Action Consulting
14. Effie Stansbery, Cascade AIDS Project
15. Oliviah Walker, Multnomah County Health Department

Liaisons:

- Councilor Sam Chase, liaison to the Metro Council
- Councilor Shirley Craddick, liaison to the Metro Council
- Commissioner Karis Stoudamire-Phillips, liaison to the Metropolitan Exposition and Recreation Commission

Committee on Racial Equity Charter, Purpose and Operating Principles

Section I. Charter and authority

A. Purpose

The purpose of the Committee on Racial Equity (CORE) is to provide input and support to Metro Council and staff in advancing racial equity to fulfill the purpose of good government, which is to serve all people effectively and create greater opportunities for people of color to thrive in the region.

The CORE will achieve this purpose by:

- Providing input and advising on direction to Metro Council and staff for the successful implementation of the Strategic Plan to Advance Racial Equity, Diversity and Inclusion (Strategic Plan).
- Providing community oversight and opportunities for Metro to increase its accountability to the community in the implementation of the Strategic Plan.
- Providing an independent perspective to assess Metro's progress in implementing the Strategic Plan.
- Assisting Metro Council and staff in communicating the agency's progress in implementing the Strategic Plan.
- Assisting Metro staff in the creation and implementation of the Strategic Plan evaluation.
- Providing input, feedback and ideas to Metro Council and staff at times when significant changes to the Strategic Plan are contemplated or required.
- Making recommendations to, and communicating with, Metro Council about the subjects indicated above.

B. Formation

The Metro Council shall approve the formation of the Committee on Racial Equity .

C. Scope and authority

The scope and authority of the CORE is to convene periodically to support the implementation of Metro's Strategic Plan, provide constructive comments and input to Metro Council and staff, assist staff in evaluation of the Strategic Plan, and provide community oversight and accountability.

The CORE shall deliver input and advice to the Metro Council primarily through the Council members who will serve as non-voting members of the committee, and through presentations at Metro Council work sessions or meetings, as needed.

The CORE shall deliver input and advice to the Metro Chief Operating Officer, Senior Leadership Team members, Diversity, Equity and Inclusion Program staff and other Metro staff implementing the Strategic Plan in several ways:

- At the CORE meetings
- Through additional communications with the Metro staff identified above.

Throughout all of its activities, the CORE members will strive to provide oversight on the implementation of Metro’s Strategic Plan in order to increase transparency and accountability to local communities, especially to people of color and other historically marginalized groups. Metro staff will work proactively with CORE members to support the community oversight and accountability function of this body.

The CORE will foster positive communication outside of the committee regarding Metro’s progress and outcomes in the Strategic Plan implementation, suggest other resources and approaches to implementation and evaluation, and act as a resource to the program team.

D. Period of time necessary for the CORE to carry out its purpose

The CORE shall work indefinitely, without a deadline to complete its charter.

E. Membership

This volunteer committee shall be comprised of up to 15 members, ~~and~~ two (2) non-voting Metro Council liaisons to the committee, and one (1) non-voting Metropolitan Exposition Recreation Commission liaison to the committee. Voting committee members shall to be appointed by the Metro Council President and confirmed by a vote of the entire Metro Council. Liaisons shall be appointed in accordance with the Council Rules and Procedures by the Metro Council President.

The primary criteria for selection of CORE members are:

- Demonstrated connections to local historically marginalized communities
- Demonstrated ability to communicate Metro’s work to advance racial equity to the communities with whom they have connections, and to bring feedback from those communities back to Metro
- Ability to provide insights and advice to Metro in the implementation of its Strategic Plan work
- Ability to contribute to the evaluation of Metro’s Strategic Plan.

Members will also be selected to balance the representation of all districts in the Metro region.

Members serve on the advisory committee as individuals, not as representatives of their respective agency, organization or company.

Terms

The CORE members will be appointed to a two-year term. They will be eligible to be reappointed to a second term but may not serve any additional terms on the CORE.

F. Co-Chairs

The CORE shall have two Co-Chairs, who shall preside over meetings of the CORE. When the CORE is not in session, the Co-Chairs’ duties include acting as its representatives and

spokespersons. The Metro Council President shall designate two individuals to serve as the initial Co-Chairs of the CORE for the first year of the committee's existence.

At the first regular meeting after the one-year anniversary of the creation of the CORE, its regular members will elect Co-Chairs by a vote. The Co-Chairs shall serve for a one-year term and can be reelected as many times as possible while they are members of the CORE.

G. Expected work results

The CORE shall provide written and oral reports to Metro Council on the following items:

- Implementation of Metro-wide Strategic Plan goals, objectives and action items
- Successes, challenges and adjustments in the implementation of the Strategic Plan and department- and venue-specific action plans
- Development and implementation of evaluation measures for the Strategic Plan at the goal, objective and action item levels.

The CORE shall make at least one annual presentation on the results of the committee's work to the Metro Council. This presentation will take place during a Metro Council work session scheduled toward the end of each calendar year.

H. Metro responsibilities for providing necessary support

Metro will provide managerial and support staff as well as the facilities, supplies, and external consultants (as needed) to support the successful completion of activities of the CORE.

Metro intends to provide a monthly stipend to CORE members in recognition of their expertise, services to and participation on the committee. This stipend will be aligned with future agency-wide guidelines for offering stipends to volunteers, which are under development. The CORE members will have the option of declining the stipend.

Metro will also pay reasonable costs associated with accommodations for people when such costs are directly associated with the conduct of the CORE meetings and related activities. Examples of accommodations include access to the meetings for people with disabilities, and translation and interpretation services.

Section II. Operating principles

In order to effectively conduct its work, the CORE agrees to the following operating principles to guide its meetings and decision making processes as follows:

A. Productive communication

- We will work to make CORE meetings and other business a safe space for members and other participants to speak their truth from their lived experiences.
- We value communications that allow for differences in perspectives.
- We acknowledge the power differential among members and will work to minimize it while conducting the work of the CORE.
- We assume committee members come with the best of intentions.
- We promote an openness that supports us in communicating our feelings.
- We make the commitment to stay engaged in the work of the CORE.
- We expect to experience discomfort as the results of discussing challenging issues related to race and other forms of oppression.

- We respect each other by focusing on issues and ideas, not individuals.
- We listen for understanding.
- We allow ourselves to take risks when participating in the CORE.

B. Collaboration

We all benefit from a collaborative working relationship between CORE members, program manager, Metro staff, and other individuals associated with the committee.

C. Role of the program manager and support staff

- The equity strategy program manager shares input and facilitates check-ins as needed with Metro Council members, especially in regard to the development of any recommendations from the CORE.
- Metro staff keeps momentum going and helps advance the discussion by developing materials and content for CORE consideration.
- Metro staff provides outside resources that can inform the work of CORE members.
- Metro staff synthesizes discussions, tracks progress, and determines next steps and points of action needed.

D. Decision-making process

- We support an open, transparent and inclusive decision-making process.
- The Committee on Racial Equity will strive to reach decisions through consensus.
- Consensus means that all parties can live with a recommendation, though they may not agree with it in its entirety.
- If consensus is not achievable in a specific decision, the CORE members will reach decisions by simple majority voting.
- When decisions are made by the CORE, Metro staff captures the discussion, synthesizes the comments, and sends all notes and materials back to the committee in a timely manner.

E. Meeting logistics

Attendance

We assume that since committee members agreed to serve on the Committee on Racial Equity, they understand the importance of regular attendance in order to be heard and have their opinion factored into the process and decisions. The CORE members will be allowed a maximum of three excused absences or two unexcused absences in a calendar year.

Multiple options for committee participation

While it is preferred that committee members attend in person, members will have the following options for participation (determined in advance of meetings, allowing Metro staff time to accommodate meeting needs):

- Conference calls
- Video conferencing
- Meeting at other locations beyond Metro to accommodate committee members in other parts of the region.

F. Date of Charter, Purpose and Operating Principles

The charter, purpose and operating principles of the Committee on Racial Equity were formally approved by the Metro Council on March 16, 2017, [and amended on May 25, 2017](#)

STAFF REPORT

IN CONSIDERATION OF RESOLUTION NO. 17-4807, FOR THE PURPOSE OF CONFIRMING APPOINTMENTS TO THE METRO COMMITTEE ON RACIAL EQUITY AND AMENDING ITS CHARTER

Date: May 11, 2017

Prepared by: Juan Carlos Ocaña-Chíu,
Equity Strategy Program Manager,
x 1774

BACKGROUND

On March 16, 2017, the Metro Council approved Resolution No. 17-4775 to establish the Committee on Racial Equity (“CORE”) to advise the Council and Metro staff on the implementation of the agency’s Strategic Plan to Advance Racial Equity, Diversity and Inclusion (“Strategic Plan”). This resolution also approved the CORE’s charter and appointed its founding co-chairs: María Caballero-Rubio and Sharon Gary-Smith.

The creation of the CORE fulfilled one of the first-year action items in the Strategic Plan. This action item was a frequent request from community members, especially people of color and youth, consulted during the creation of the Strategic Plan. Metro staff from the Diversity, Equity and Inclusion (DEI) Program worked on the creation of the CORE by obtaining feedback from community members, drafting the CORE charter, and vetting it with Councilors and the appropriate staff.

After the Metro Council approval of Resolution No. 17-4775, DEI Program staff started the process to solicit applications from members of the public to serve on the CORE. Seventy-one (71) complete applications were submitted by community members interested in serving on the CORE. The Metro Council President asked three community members (the two CORE co-chairs and a member of the disbanded Equity Strategy Advisory Committee, Betty Dominguez) and four Metro staff to review and assess the 71 applications received using the criteria for committee membership set forth in the CORE charter, and present to him a roster of 13 applicants recommended for appointment to the CORE. These community members and Metro staff (Patty Unfred, Becca Uherbelau, Roger Gonzalez and Juan Carlos Ocaña-Chíu) met on May 5, 2017 to identify the roster of recommended appointments. After thoughtful consideration and deliberation, they agreed on the 13 names to recommend for appointment, which are listed in Exhibit A to Resolution 17-4807.

At the same time, Metro staff identified the desire to establish a formal liaison position between the Metropolitan Exposition Recreation Commission (“MERC”) and the CORE. The MERC Commissioners and the MERC visitor venues have demonstrated strong interest in and support for the implementation of the Strategic Plan, so having a MERC liaison to the CORE would provide a visible, formal connection between both bodies. Included in this Resolution for your consideration is an amendment to the CORE charter, Section E – Membership, to include one (1) non-voting MERC liaison, to be appointed by the Metro Council President in accordance with the Council Rules and Procedures.

ANALYSIS/INFORMATION

1. **Known Opposition** No known opposition to the appointment of the remaining 13 CORE members and amendment of its charter has been identified to date.

2. **Legal Antecedents** Metro Code, Chapter 2.19.030 establishes the process for the Metro Council to appoint and confirm Metro advisory committee members. The appointments to the CORE follow Metro Code's stipulations.
3. **Anticipated Effects** If the Metro Council approves Resolution No. 17-4807, the CORE will be ready to start holding meetings and providing community advice, oversight and greater accountability on the implementation of the Strategic Plan. This will result in better outcomes and greater transparency and community support for the implementation of Metro's racial equity, diversity and inclusion work.
4. **Budget Impacts** The anticipated cost of materials and services for having a CORE is \$20,000 per fiscal year. This cost is included in the DEI Program budget for Fiscal Year 2017-2018. There are no additional staff costs associated with the creation and functioning of the CORE.

RECOMMENDED ACTION

Staff recommends that the Metro Council approve this Resolution No. 17-4807.