

METROPOLITAN EXPOSITION-RECREATION COMMISSION

RESOLUTION NO. 38

Approving the recommendations made by the Advisory Committee on the Development of Economic Opportunities to implement the provisions of House Bill 3075.


The Metropolitan Exposition-Recreation Commission finds:

1. That the 65th Oregon Legislative Assembly (1989 Regular Session) passed House Bill 3075.
2. That House Bill 3075 became effective July 4, 1989.
3. That a section of the bill mandates a policy of providing first opportunity for available jobs to economically disadvantaged residents living in economically distressed neighborhoods in the immediate vicinity of the Convention Center site.
4. That it is imperative to the maximum extent possible to cooperate with local job training and economic development agencies to identify, solicit, assist, and, if necessary, train, such persons to qualify for and receive employment in connection with the Convention Center.
5. That a report is required, not less than every six months, to the Joint Legislative Committee on Trade and Economic Development on the implementation of this legislation.


BE IT THEREFORE RESOLVED:

That the Commission approves the recommendations of the Advisory Committee on the Development of Economic Opportunities (attached to this resolution), and refers the recommendations to the appropriate MERC committees for further consideration and action.

Passed by the Commission on December 19, 1989.



Chair



Secretary-Treasurer

APPROVED AS TO FORM:



Metro General Counsel

RECOMMENDATIONS
ADVISORY COMMITTEE
FOR THE DEVELOPMENT OF ECONOMIC OPPORTUNITIES

TARGET AREA BOUNDARY DESIGNATION

The Advisory Committee on the Development of Economic Opportunities recommends the following boundaries be approved as target area boundaries in implementing the first opportunity process:

- North Boundary: Columbia Boulevard
- East Boundary: 42nd Avenue
- South Boundary: Banfield Freeway, I-84
- West Boundary: Chautauqua Avenue to Willamette Boulevard (to include Columbia Villa by designation [Portsmouth and Willis]); follow the Willamette River and Greeley Avenue by Fremont Bridge; west on Fremont Bridge to Albina Community and Northwest Target Area boundaries but continue south along Willamette River to I-5 and I-84.

DEFINITIONS

The Advisory Committee recommends the following definitions be approved:

First Opportunity: First opportunity means that ERC/MERC will conduct an aggressive advertising and outreach program intended to inform economically disadvantaged residents in the target area of job opportunities. When an applicant pool is identified, economically disadvantaged residents of the target area will be considered first. If a qualified applicant is identified, that applicant will be appointed. If no qualified applicants are identified from the target area, individuals outside the target area will be considered for open positions.

Qualified Applicants: Applicants who meet the employer's minimum requirements for education, experience, and skills or who are able to meet these requirements within a reasonable time period (as negotiated with the employer) with training provided either by the employer or by a provider.

Economically Disadvantaged: Economically disadvantaged means a resident of the target area who is unemployed and/or whose immediate income is less than the median income in the target area. The Committee further stated that this definition will include an annualization of income; current income if employed and previous twelve months if unemployed.

CONTRACTING, SUB-CONTRACTING AND SUPPLIES

The Advisory Committee on the Development of Economic Opportunities recommends, regarding contracting, subcontracting and supplies:

- 1) That MERC/ERC construct a list of certified businesses in the target area that meet the conditions and descriptions being compiled by the State of Oregon Office of Emerging Small Businesses.
- 2) That MERC/ERC actively participate in bringing to the attention of the businesses listed all of the contracting opportunities available for acquisition of goods and services, and including in this effort an aggressive advertising outreach program to business organizations in the area.
- 3) That MERC/ERC inquire of legal counsel and/or other authorities the legality of local preference provisions in the MERC/ERC purchasing rules.

PREFERENCE TO CONTRACTORS AND SUPPLIERS

The Advisory Committee recommends that MERC/ERC give preference to contractors and suppliers who exhibit first opportunity in employment practices to disadvantaged residents of the target area.

PROPOSED CHANGES IN MERC/ERC PERSONNEL POLICIES

The Advisory Committee acknowledges that changes are needed in current Commission personnel policies and recommends changing sections 5.01 and 5.02 to read as follows:

5.01 Recruitment

A recruiting program will be conducted, based on a plan to meet current and projected work force needs. Recruiting efforts will be coordinated by the personnel coordinator in cooperation with the hiring department. Recruiting publicity will be distributed through appropriate media to meet promotional, first opportunity and affirmative action needs guidelines and to attract a sufficient number of qualified candidates. Such publicity will indicate that the Commission is an affirmative action, equal opportunity employer and will be designed to attract a sufficient number of qualified candidates. Recruitment shall continue for a period of time sufficient to assure an opportunity for the public and in-house employees to apply promotional, first opportunity and applications from the general public as provided for in Section 5.02 of these policies.

For purposes of this policy the Commission does not consider individuals serving in a volunteer role as Commission employees.

All hiring decisions and subsequent appointments require the approval of the General Manager. The Commission has delegated the decision to make hiring and appointment decisions to the General Manager. The following sections describe the selection process which generally will be followed, but where the General Manager determines that an immediate appointment or hiring decision is necessary, the General Manager retains the right to make such a decision.

5.02 Announcements and Posting

~~(A) All open positions will be posted simultaneously at all Commission facilities as well as being made available to the public.~~

~~(B) In-House Preference~~

~~Commission employees are encouraged to apply for opportunities for which they are qualified. In the event that two or more candidates are equal, the Commission employee shall receive preference over outside applicants. If two Commission employees are equal, the employee with the greater length of service shall receive preference, and if length of service is identical, then the General Manager shall have the right to select the employee of his/her choice.~~

(A) Promotional Opportunities

Promotional opportunities are openings for current Commission employees for any vacant positions which may have been newly created or vacated by the termination of an employee.

When such a vacancy occurs, the promotional opportunity will be posted in-house for 7 calendar days. Commission employees are encouraged to apply for opportunities for which they are qualified. Qualified applicants will be identified and selected from these promotional applications. If two Commission employees are equal, the employee with the greater length of service shall receive preference, and if the length of service is identical, then the General Manager shall have the right to select the employee of his/her choice. Should no qualified applicant be identified through this process, the first opportunity application process will begin.

(B) First Opportunity

In the event no employee is hired through the promotional opportunity process, the Personnel Department shall begin the first opportunity process which will last for a period of 14 calendar days. Outreach efforts for first opportunity will be conducted through appropriate agencies as determined by the Advisory Committee on the Development of

Economic Opportunities. Those identified agencies will be asked to refer qualified applicants to the Commission Personnel Office for application. Qualified applicants will be identified and selected from these promotional applications. Should no qualified applicant be identified through this process, a general recruiting process will begin.

(C) General Recruiting

In the event no qualified applicant is hired through the promotional opportunity or first opportunity process, standard recruiting publicity will be distributed to appropriate media and/or other organizations to attract a sufficient number of qualified applicants from which one or more may be selected.

BUDGETARY AND STAFFING NEEDS

The Advisory Committee acknowledges that additional staff and additional budgetary resources are necessary to carry out the recommendations made by the Advisory Committee. The Committee urges MERC in its budgetary deliberations to recognize the need to identify particular existing or new staff personnel to be accountable for carrying out the personnel and contracting recommendations. Further, the Advisory Committee urges MERC to make appropriate budgetary commitments to carry out these additional staffing functions.

UNION SUPPORT

The Advisory Committee recommends that MERC/ERC actively seek union support of the recommendations made by the Advisory Committee. The Advisory Committee further urges that recommendations of the Committee be included as appropriate in the collective bargaining process, and that MERC/ERC actively seek union support and assistance and conversely MERC/ERC will provide assistance to the unions in implementing the Committee recommendations.

NORTHEAST WORKFORCE SUPPORT

The Advisory Committee recommends that the Commissions jointly dedicate \$15,000 as a start-up challenge grant to the Northeast Workforce Center to aid in the support of the hiring and contracting efforts in the target area.