

# Meeting minutes

Meeting: Metro Housing Oversight  
Committee Work Session – equitable contracting and workforce

Date/time: Friday, October 15, 9AM – 10:30AM

Place: Zoom Virtual Meeting

Purpose: Work Session on equitable contracting and workforce

---

## **Attendees**

Jenny Lee, Steve Rudman, Tia Vonil, Mitch Horbecker

## **Metro**

Emily Lieb, Jimmy Oporta, Sebrina Owens-Wilson, Patricia Rojas, Alison Wicks

## **Facilitators**

Allison Brown, JLA Public Involvement

## **Minutes**

Alison Wicks, Metro

*Note: The meeting was recorded via Zoom and therefore details will be focused mainly on the discussion, with less detail in regards to the presentations.*

## **Welcome**

Patricia Rojas, Metro Housing Director, welcomed the Committee members in attendance. Allison Brown, JLA Consulting, gave an overview of the agenda and asked the group to share introductions.

## **Staff Presentation on equitable contracting and workforce**

Emily Lieb, Metro and Jimmy Oporta, Metro presented on equitable contracting and workforce. Sebrina Owens-Wilson, Metro, shared an update on the Construction Careers Pathways program including that the agencies that have signed on to the program work together in a committee. The tracking from the Construction Careers Pathways program will be helpful for the regional effort, will create a baseline of information, and will help organizations learn about the workforce.

## **Q & A and Discussion**

Comments and questions from committee members included:

- The update on equitable contracting and workforce is encouraging. Excited that we are capturing non-certified firms. In agreement that getting a baseline data set is critical
- At the State level there can be challenges to meeting these goals when looking at projects outside of the Metro region.
- We want to be able to look at information for certified and non-certified firms.
- There should be no minimum level of contract dollar amount for tracking firms.



600 NE Grand Ave.  
Portland, OR 97232-2736

# Meeting minutes

- Issues arise when smaller firms and subcontractors have to fill out documentation. Smaller firms have less infrastructure to be able to fill out the forms.
- There is a software issue. How can we help make reporting easier? If we can help defray the cost of helping firm report – that is a good use of the \$120k in admin funds
- Is there criteria for how all jurisdictions are collecting data? And for how apprentice hours are counted?
- Portland and Beaverton’s software programs allow disaggregation by race, gender, and by trade.
- Portland and Home Forward are looking at contracting and workforce as economic opportunity
- Having apprentice on the jobsite can benefit the contactor, both by meeting goals, and by have cheaper people on jobsite. Not sure if this is the best way to establish a diverse workforce. There are other ways to ensure a diverse workforce then focusing on apprentice hours.
- Metro is a new funder so can use its role to encourage workforce tracking
- Metro Bond has a goal to lead with equity. Apprentice hours is not the only way to track workforce diversity. Jurisdictions are also reporting on race/ethnicity of the total workforce.
- How is intersectionality captured? Are women who are also people of color captured twice? Is data captured in a way that does not duplicate hours?
- It would be great to know which projects and jurisdictions are paying prevailing wages.

## Next Steps and Close

Emily reviewed the next steps for this process, specifically highlighting:

- HBOC meeting on Wednesday – Jenny Lee volunteered to report out in that meeting
- Themes from that meeting will be reported to Metro Council
- Reimbursement for costs to jurisdictions that have invested in software for tracking
- Finalizing tracking and reporting
- This group can continue to give feedback
- Suggestion to have Sebrina report to the committee



Metro

# HB Oversight Committee Working Session: Contracting and Workforce

October 15, 2021

# Regional expectations and local goals

Metro's work plan required that local implementation strategies *include strategies and/or policies, such as goals or competitive criteria related to diversity in contracting or hiring practices, to increase economic opportunities for people of color.*

Metro Council established an expectations that **partners establish goals to advance current policies**, establishing a minimum expectation of 20% COBID/MWESB participation

Local implementation strategies include **MWESB/COBID goals between 20-30%**, and many projects have established goals beyond the local minimum. Three jurisdictions commit to tracking workforce diversity for all projects, and two jurisdictions have workforce goals. Other jurisdictions will consider tracking on a project by project basis.

# Equitable contracting metrics

- Dollar amount and percentage of total costs paid to COBID-certified firms, disaggregated by MBE, WBE, DBE, SDVBE and ESB firms
- Dollar amount and percentage of total costs paid to COBID-certified firms, disaggregated by Race and Gender
- Dollar amount paid to COBID-certified firms, by trade

# Workforce diversity metrics

- Number and percentage of total hours worked by apprentices, disaggregated by race/ethnicity and gender
- Number and percentage of total hours worked by women and people of color, disaggregated by race/ethnicity

# Contracting and Workforce Commitments by Jurisdiction

Jurisdiction	Contracting Goal	Contracting Tracking System	Workforce goal	Workforce Tracking in LIS?	Workforce Tracking System	C2P2 Commitment
Beaverton	20% hard and soft costs	In-house	n/a	Yes	In-house	No
Clackamas	20% hard and soft costs	TBD	n/a	No	TBD	Yes
Gresham	20%	TBD	n/a	No	TBD	No
Washington	20%	LCP Tracker	n/a	No	TBD	No
Hillsboro	20%	B2GNow	n/a	No	TBD	No
Home Forward	20% hard and soft costs	In-house	20% apprenticeship goal	Yes	LCP Tracker (PHB)	No
Portland	30% hard costs, 20% soft costs	B2GNow + Power BI	20% apprenticeship w/sub-goals of 22% minorities, 6% women	Yes	LCP Tracker + Power BI	Yes



# Contracting and Workforce Commitments by Project

Jurisdiction	Project Name/former name	Development Team (Developer/GC)	COBID Contracting Commitment	Workforce Tracking Commitment
Beaverton	<b>Mary Ann*</b>	REACH/Walsh	20%	Yes
	Scholls Ferry	Wishcamper/COLAS	20%	Yes
Clackamas	<b>Fuller Road Station</b>	GSA, GRES/R&H Construction	20%	Yes
	Good Shepherd Village	Caritas, Catholic Charities/Walsh	25%	Yes
	Maple Apartments	CDP, Hacienda CDC/LMC	20%	Yes
	<b>Webster Road</b>	HACC/Walsh	20%	Yes
Gresham	<b>Albertina Kerr</b>	Gerdin Edlen/Pence	30%	No
	<b>Rockwood Village/Rockwood 10*</b>	CDP/LMC	20%	No
Washington	Aloha Housing Development	BRIDGE/LMC	25%	Yes
	Aloha Quality Inn	HAWC/(TBD)	20%	No
	Plambeck Gardens/ Basalt Creek	CPAH/LMC	25%	No
	Goldcrest/ Cooper Mountain	BRIDGE/COLAS	25%	No
	Plaza Los Amigos	REACH/LMC	35%	Yes
	Saltzman Road	Home First/Beaudin	20%	No
	Terrace Glen	Related NW/Walsh	20%	No
	<b>The Valfre at Avenida 23/ Forest Grove Family Housing</b>	DCM Communities/LMC	35%	No
	Tigard Senior	NHA/Walsh	20%	Yes
	<b>Viewfinder/72<sup>nd</sup> &amp; Baylor</b>	CDP/Bremik	20%	Yes
Hillsboro	Nueva Esperanza	Bienestar, HDC/LMC	20%	No
Home Forward	Dekum (contributes to PHB goals)	Home Forward/Walsh	28%	Yes
Portland	Hattie Richmond/Baldwin PSH	Home Forward/Bremik	20%	Yes
	Dekum	Home Forward/Walsh	28%	Yes
	<b>Findley Commons</b>	Home First/Beaudin	24%	Yes
	<b>Riverplace Phase 2</b>	BRIDGE/Walsh	30%	Yes



# Opportunity to align with OHCS reporting

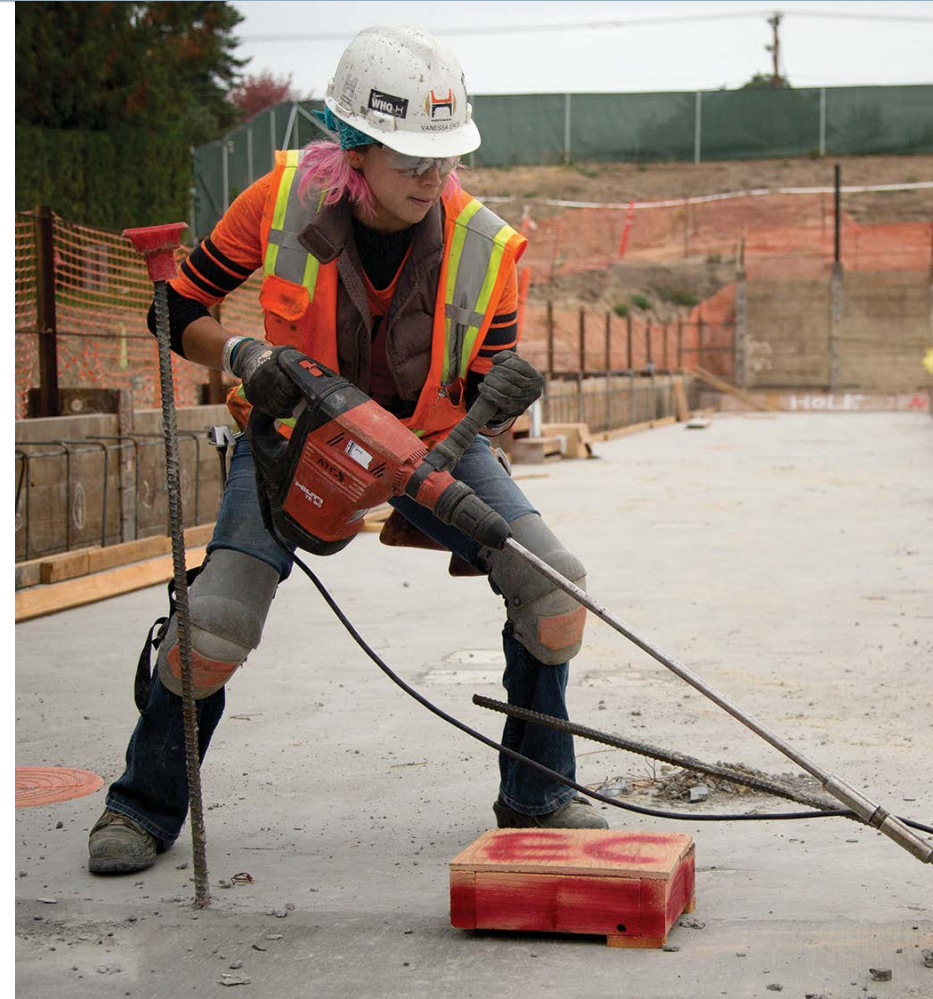
## OHCS MWESB Final Equity Report

- Collects data for COBID-certified and non-certified firms
- Opportunity to connect non-certified firms to certification office
- Collects data on more specific race/ethnicity categories



# Proposed next steps

- Provide \$120k in FY22 to reimburse some local costs for investments in new systems or capacity to track contracting and workforce outcomes.
- Meeting with OHCS and LIPs to discuss reporting alignment for equitable contracting outcomes
- Identify and share best practices (e.g., partnerships with trade associations)



09:09:03 From Patricia Rojas to Hosts and panelists:

here just getting some coffee

09:09:29 From Jenny Lee (she) to Everyone:

Welcome Alison and Jimmy!!

09:11:21 From Emily Lieb (she/her) to Hosts and panelists:

Ash says she just resent the link with a new password, Steve

09:30:58 From Patricia Rojas to Hosts and panelists:

I have to jump off. Apologies.

09:41:20 From Jenny Lee (she) to Everyone:

I am here, absorbing

09:43:08 From Emily Lieb (she/her) to Hosts and panelists:

Happy to pull anything back up if helpful!

09:43:10 From Jenny Lee (she) to Everyone:

Could folks share the slides now by email?

09:46:25 From Emily Lieb (she/her) to Hosts and panelists:

I've got Steve on my phone so he can chime in

09:46:35 From Sebrina Owens-Wilson (she/her) to Everyone:

LCP Tracker = Labor Compliance and Certified Payroll

09:47:00 From Alison Wicks, Metro (she/her) to Hosts and panelists:

thank you!

10:01:04 From Jenny Lee (she) to Everyone:

Thank you Sebrina!!

10:09:18 From Jenny Lee (she) to Everyone:

This is helpful to see

10:09:32 From Jenny Lee (she) to Everyone:

Visualization makes it much easier, thank you

10:18:15 From Jenny Lee (she) to Everyone:

Thank you for that support!

10:22:21 From Emily Lieb (she/her) to Hosts and panelists:

Thanks for spending your Friday morning with us!