



City of Portland Racial Equity Steering Committee Agenda

October 15, 2020 at 5:00 PM

1. Welcome
2. Approval of Minutes
 - a. September 30, 2020 Meeting Minutes
 - b. October 7, 2020 Meeting Minutes
3. Finalize the Hiring Process for a Facilitator
4. RESC Process Timeline
5. Next Meeting
6. Other Business
7. Adjournment



Racial Equity Steering Committee September 28, 2020 Meeting Minutes

The September 28, 2020 remote Committee meeting began at 5:45 PM on Zoom.

In attendance were Mayor Kate Snyder, Councilor Pious Ali, Kate Knox, Ali Abdul, Leila Deandrade, Merita McKenzie, Peter O'Donnell, Jonathan Sahrbeck, Niky Dwin Walter Amaris, Lado Lodoka, Suheir Alaskari, Deborah Ibonwa, Jerome Bennette, Louis Pickens, and Danielle West-Chuhta (Corporation Counsel), Dena Libner (Assistant to the City Manager).

Mayor Snyder welcomed the Steering Committee members and introduced Danielle West-Chuhta. Ms. West-Chuhta provided information on the rules and regulations relevant to appointed public bodies, including proper public notification and record-keeping.

Mayor Snyder recommended that the Committee decide on a leadership structure, meeting schedules, and facilitator as soon as possible.

Members of the Steering Committee introduced themselves and shared their background.

Members discussed the role and responsibilities of a Committee Chair(s), including discussion facilitation, communication with the City, and public representation of the Committee. They agreed that leadership should be "BIPOC" and, if two chairs were selected, the co-chairs should be mixed gender.

Jerome made a motion to nominate Leila Deandrade and Councilor Pious Ali as chairs, and Deborah Ibonwa and Abdul Ali as co-chairs. Deborah seconded the motion. The motion passed 13-0.

Members discussed specific facilitators they were interested in considering for hire. Leila suggested Deb Bicknell; Jerome suggested Dr. Betty Trout-Kelly. Councilor Ali recommend Shay Stewart-Bouley. Suheir asked about the scope of work for a facilitator.

Members decided to determine their meeting schedule and agreed to meet weekly for one hour at 5:00 PM. Dena Libner confirmed she would assist in scheduling the next week's meeting.

Members discussed how the Committee would engage the City and noted additional information was needed regarding funding for a facilitator.

Leila stated that West-Chuhta would be invited to the next meeting, and that a discussion about the scope of the City's resolution and charge for the RESC would be discussed.

Members discussed the importance of public engagement throughout their process.

Members discussed better defining the role of the facilitator at the next meeting. Leila confirmed she would come up with some suggestions and a position description for facilitators for the next meeting. Kate Knox confirmed she would find out how much funding was allocated for the cost of a facilitator.

Leila stated that all members should read the full resolution passed by the Council and come up with two or three sub-categories within each of the charges included within it.

The meeting was adjourned at 6:40 PM.



Racial Equity Steering Committee October 7, 2020 Meeting Minutes

The October 7, 2020 remote Committee meeting began at 5:00 PM on Zoom.

In attendance were Mayor Kate Snyder, Councilor Pious Ali, Kate Knox, Ali Abdul, Leila Deandrade, Merita McKenzie, Peter O'Donnell, Jonathan Sahrbeck, Niky Dwin Walter Amaris, Lado Lodoka, Suheir Alaskari, Deborah Ibonwa, Jerome Bennette, and Dena Libner (Assistant to the City Manager).

Members conducted introductions and check-ins. Leila described the meeting's objectives.

Leila described the organizational structure of the Steering Committee and provided updates based on information provided to her and Councilor Ali by the City Manager.

Committee members discussed the scope of work they expected for a facilitator. Items included collaboration with the Co-Chairs to develop agendas; an understanding of systemic racism and equity; skill in managing difficult conversations. Members discussing hiring a second individual to conduct research for the group, as well as whether a third individual should be hired to take minutes.

Members discussed Resolve 1-20/21, its language, and its meaning.

Leila said she would send an email to schedule the Committee's third meeting during the week of October 11.

The meeting was adjourned at 6:30 PM.