



Community Involvement Committee



# Community Involvement Committee

November 15, 2022 6:00-9:00 pm

Zoom

## MEETING MINUTES - DRAFT

**In Attendance:** Richard Barker, Lung Wah Lazum, Brian Outlaw, Patrick Nolen, Ta' Neshia Renae, Kimberléa Ruffu, Jenny Shadle, Stephanie Phillips, Kristina Edmunson

**Excused:** Angel Brophy, Malcolm Hoover, Pau Thang

**Absent:** Sasha Burchuk

**Staff:** KellyAnn Cameron, Anna Marie Allen (Guest Speaker)

### Agenda Item

#### Introductions & Review Agenda 6-6:15

Meeting started, members chatted and waited for members to join and settle in for about 15 minutes (quorum required), KA dropped the pre-Nov CIC survey in the chat for anyone who hasn't yet completed it to work on.

KA introduced the Pick a Pic activity: 1st photo = how are you feeling right now about the CIC and/or your experience in, or commitment to, this advisory committee? 2nd photo = what represents your intentions or how you hope to be feeling about the CIC and your experience by the end of this CIC cycle (around June 2023)? Everyone shared their photos and discussed.

KA shared CIC retreat minutes 9/20 & 9/21, committee approved minutes using fist to 5

KA started and confirmed the CIC retreat minutes for the recording.

KA walked through the agenda, the committee voted to approve agenda using fist to 5

#### GROUP AGREEMENTS

KA shared the Team Agreement slideshow with the group.

KA shared SLIDE 2: "What are team agreements and why are they important for your work together on the CIC?" Ta 'Neshia read out loud: team agreements: Set up how the group will work together respectfully and effectively, Encourage collaboration while maintaining a high level respect for each other and Layout ground rules for navigating difficult conversations with each other

KA asked if anyone has anything to add, nothing to add.

KA showed SLIDE 3: Slide with last year's team agreements as an example. Everyone reviewed themselves.

KA showed SLIDE 4: To start thinking about this year's team agreements, we're going to break out into groups of 3 or 4 to talk through a couple questions and generate ideas of what you'd like to see

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included in this year's group agreements.

KA sent set up breakout rooms with 3-4 people in each group for 5min to discuss:

- What feels important to ensuring a respectful and collaborative committee environment?
- What agreements would make the CIC work well for you?

Committee members discussed in breakout rooms.

The group returned to the main room. Group shared out their reflections over chat and vocally. The groups decided to adopt last years with a couple additions:

- Acknowledge intent, address impact
- Listen to understand
- What is said here stays, what is learned here leaves
- Think intentionally about what you want to say before sharing
- Speak from your own experience and prioritize using "I" statements
- Consider earned/unearned privileges that inform lived experiences
- Be willing to make mistakes and be accountable for missteps
- Move up, move back - elevate your participation, elevate your reflection
- Take breaks and prioritize what you need to fully participate during meetings/Responsibility for members to come prepared to meeting and focus on being present
- Celebrate accomplishments
- In order to be respectful of other members, please let the Committee know if you will not be able to attend (it is assumed that Committee members will attend meetings unless they say otherwise) especially for meetings that require a quorum.
- Be thoughtful of different ways people feel comfortable participating (in the moment, in the chat, emailing staff after the event)

Additionally, the group identified a couple action items to consider to help achieve the goals/agreements:

- Make an effort to develop and implement Hybrid Policy, We agree Zoom has and will be a valuable primary meeting tool but could expand
- Leave space at the end of meetings for any final thoughts

KA suggested she clean up these and the group will return to them to vote on them in January. The group approved that proposal with fist to 5 and thumbs up.

### **Guest Speaker: Anna - Director Search and Chair Transition**

Anna (she/her) introduced herself as the interim director for OCI, described her current role and the transition plan as OCI searches for the new director. She explained her path to this position, work as a Senior Policy Analyst at the Chair's office, and her role as interim OCI director heading the search for the new director. She is currently 20 hrs/week as interim director of OCI, and 20hrs/week in the Chair's office. In December she will be taking on some time in Government Relations as the Tribal liaison. She shared about her history working at NAYA and interest in moving funds to Communities of Color. She shared how she supported the CIC in its restructuring when they hired Dani, and some of the challenges with that. Anna helped hire Dani and the following CIC restructuring. She shared that Dani built a strong foundation and Anna is interested in diving into

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this work to make the CIC and OCI even stronger and more effective with the search.

Anna updated the committee that the OCI director position was slated to close in a couple of days, but it is expected now to close on the 23rd. Anna had helped them write the position in 2016-17 (hiring search for Dani) and now it is more expansive, and more focused on equity. The salary has been reclassified and is now \$95-105k; the other benefits are a hybrid work environment and great team with KA and Kali. The new director will be able to be creative with the office to see how it can do best. The new director also will not have to make the OCI budget alone, but will have the support for the process. Anna asked the CIC to share the posting with people who meet the requirements, has strong connections to community organizations, understands coalition building, and has a strong desire to build and strengthen the bridge between the Board of County Commissioners and the community.

Anna shared the hiring process so far. Anna polled OCI staff to develop interview questions. The CIC could help review questions related to community involvement and the possibility for a CIC member to serve on a hiring panel. They are posting in culturally specific job boards, sending to BIPOC community organizations, and otherwise sending it out. The timeline is to have interviews in December and hopefully make an offer to someone in early January. Anna asked if any CIC members had questions about the OCI director. Nobody had questions. Stephanie added the Black United Fund job board in the chat.

Anna provided an update on the Chair's office transition and what that means for OCI and the CIC. Chair Khafoury and her team will be leaving the County on the last work day of December, and Chair Vega Peterson and team will take over. The plan now is for Chair Khafoury's office to work with the new Chair to create a transition plan. For the CIC, the Chair's office assigns liaisons from each District office to advisory groups (such as the CIC). This last go around Khafoury wanted the CIC to be under her portfolio, so staff from her office attended CIC meetings etc. The staff liaison should work with OCI/CIC staff to help shepherd the CIC's recommendations through the process. KellyAnn and Anna have talked about opportunities to build connections between the new Chair's office and CIC members, such as mixers and/or briefings. The liaison will help build these connections. This time of transition is also a great opportunity for the CIC to determine what a successful relationship with the Board looks like for you all. You can focus on lots of different topics, while other advisory bodies are more narrow in focus, so you can hone in on departments, services, budget process, etc. This creates a lot of opportunities (and challenges) for the CIC to be more connected to the Board and/or the Community.

A lot of other directors are leaving- such as at JOHS and DCS- so there are interim people in those roles (appointed by the Chair's office- the Chair's office is also responsible for filling the OCI director role). Anna asked if people had any questions. .

Jenny shared that it is an interesting relationship with the CIC and the Board of Directors- working with them in different modes. She asked if it is effective to come at things sideways rather than directly to the Board and department heads. Anna shared that in her experience with the Board and as a community organizer, it is difficult to get policy makers on board if they weren't in it from the start. She shared about experience in 2015 assigning policy advisors to different advisory boards.

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As policy advisor Anna would go to CIC meetings and do some research and connections on the back end, to help build out an internal strategy for the area or policy recommendation, and strategize when do we bring in the commissioner themselves to have a conversation with CIC. She shared that she has seen things be successful when the Commissioners are involved. She shared that if this group wants to be more of a partner with the Board of Commissioners they would be interested, but also shared that it can be strategic to involve policy makers later for some things. Jenny shared that she doesn't think the goal is to always be on the bureaucratic line, but also understands that nothing moves forward if people who make policy aren't informed and engaged.

Kimberlea thanked Anna for the overview, and asked about past recommendations from the Committee and the percent of those which have been implemented in some form. She identified that the CIC members are committed to putting together thoughtful and collaborative recommendations and she doesn't want that to go to waste. She asked which recommendations, or what percentage of recommendations, have been implemented. Anna responded that in her time, she has done some research on this with the office of Govt Relations, there was a lot of friction with the CIC at one point. Prior to that they couldn't really find a time when the CIC was elevating a recommendation to the Board of Commissioners. The Relationship was mutually strained. One action was the CIC resolution, adopted in 2021, reaffirming the Board's commitment to the CIC. OCI staff have been discussing how the resolution can be moved forward, and implementation. Anna shared that there is uncertainty on who will fill the Board and what will happen with the new Board. As it stands they have trust in the groundwork OCI, leaving good groundwork for coming recommendations.

Kimberlea also shared that the CIC staff needs to remind us to center the goal and steer us to the best pathway for success. Dani and Olivia were great at helping the CIC to shape thoughts into what would best impact engagement. She shared appreciation and encouragement for the staff to keep centering them to make the best recommendations. Anna thanked her for her thoughts. KA directed Anna to the chat.

Patrick asked in the chat what last year's recommendations are at. Anna responded that she has to circle back on that, and will pull up some information that and where those recs are, but won't know today. Anna shared thanks for

KA asked who is interested in helping with the OCI director search: Stephanie, Richard, Lung Wah, and Patrick volunteered. Sasha volunteered via form. KA will remind folks to contact her if they'd like to be involved in the process. Anna will reach out to interested folks when they have applications in and scored. KA also shared she will cc Anna in the follow-up email and provide her contact information for the group.

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### **Guest Speaker questions/reflections about reflections (7:15-7:30)**

KA asked if anyone had any further questions or reflections from the time with Anna. Nobody had additional questions, so KA offered folks can email with additional thoughts should they come up in the future.

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KA mentioned the next meeting is January 2023, hopefully we will have a new director and they can attend your next meeting!

**Public Comment**

No public comment was received.

**CIC Co-Chair Elections**

KA laid out a couple options for co-chair elections. At this time in the meeting there were 8 out of 13 members present, so they could do them today. Alternatively, they could reschedule co-chair elections for the January meeting and try for better turnout, or do the nominations and voting over google form in the email and finalize the vote in January's meeting. Stephanie asked if we can send a survey so those not present can nominate themselves and vote. Richard agreed and self-nominated. KA asked the group if that is approved and they agreed using first to 5 and head nods.

KA asked if there are any additional questions about that process for today. Nobody had questions

**Closing (7:50-8pm)**

Subcommittee updates:

- Ta neshia's update from the chat was read out loud by KA: We are researching and determining where we can be the most effective in helping the most vulnerable youth that have been affected by Covid. Guest speaker Raffaele Timarchi, Policy Advisor to the Chair's office, gave an overview of each county department that works with youth. He will return to give more detailed information about what the county is already doing and where the committee has opportunities to help.
- Richard shared the Housing Subcommittee's update: they have looked through things on a high level to develop parameters and interest areas, as well as who they want to talk to for this information. KA added that Anna will be attending the next meeting as a Policy Advisor.

KA shared that if there is a new director by the January meeting, and/or the new Policy Advisor Liaison has been assigned she will invite them to the next meeting to start getting to know each other. KA asked if they have anyone else they would like to invite to upcoming meetings.

- JOHS person about the camping ban/homeless camps, especially with the new camps and the rent increase. what the County is doing to engage the community on what to do with preventing evictions and .

KA brought up that this is a good opportunity to maybe explore how the CIC can consult on emerging issues or policies that the BOCC is working on or wondering about related to community involvement. Maybe talking about the CIC's relationship with the new Chair's office.

Jenny added that it could be a good use for their time, to ask about particular topics (not just ask if they don't know how to reach a specific community).

KA thanked Jenny and shared that this is a great time to be brainstorming and to place let KA and/or Anna know as ideas come up, and we'll discuss it.

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KA also added that the next meeting will also need to start a Membership subcommittee, both finding new folks and maybe digging into the process a bit more.

Brian shared some feedback on the presenters- he appreciated that they are informative, open and candid. He would appreciate more information about their role and bullet points, and a main takeaway. This would help get a grasp on what they are trying to say. An overview of what they are doing. KA will ask Anna for the big big takeaways and plan to ask incoming speakers to give little blurbs in advance of their talks.

KA shared Jessica's resignation, and read her email: "Please tell them, that unfortunately, I did not have the time or capacity for the important work that the CIC does at this time. I am grateful to have met such passionate people in the Youth Subcommittee, and look forward to see what great work comes from the CIC." KA shared that if anyone has a message for Jessica to email KA about it.

KA asked: What went well or what could be improved for future meetings?

- Jenny shared she appreciates how I have come on board in the middle of this, this is her second year and it is going well. She also shouted out Brian for pulling things back when they are going too fast, she appreciates that.
- Stephanie liked getting the materials beforehand.
- Kimberlea shared that she liked the little photo and feeling icebreaker, and that it had a visual element. She hopes that KellyAnn is doing ok in the new role and that she appreciates KA and this group.
- KA also shared appreciation for the group and everyone bringing their selves and perspectives to this space.

The meeting closed!

## **Zoom Transcript:**

18:26:35 From Richard Barker : yes

18:32:33 From Community Involvement : Questions to discuss:

What feels important to ensuring a respectful and collaborative committee environment?

What agreements would make the CIC work well for you?

18:41:13 From Richard Barker : • Make an effort to develop and implement Hybrid Policy

• We agree Zoom has and will be a valuable primary meeting tool but could expand

• Responsibility for members to come prepared to meeting and focus on being present

18:53:19 From Patrick Nolen : 5

18:53:39 From Ta' Neshia Renae : 5

18:55:14 From Ta' Neshia Renae : I agree

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18:55:58 From Stephanie Urban League of PDX : 5

18:56:00 From Patrick Nolen : 5

19:00:41 From Kimberléa Ruffu (she/they) : Shout out to Dani 💕

19:02:53 From Community Involvement : Here is the posting if you'd like to share it!

[https://multco.wd1.myworkdayjobs.com/Multco\\_Jobs/job/Portland-OR/Director-of-Community-Involvement\\_R-9539](https://multco.wd1.myworkdayjobs.com/Multco_Jobs/job/Portland-OR/Director-of-Community-Involvement_R-9539)

19:06:07 From Stephanie Urban League of PDX : Black United Fund has a job board too if youre interested :) <https://www.bufor.org/jobs>

19:06:32 From Stephanie Urban League of PDX : Good to see you as well Anna!

19:09:40 From Ta' Neshia Renae : I need to go and get my son from basketball practice and wanted to make sure that I was able to give an update about the Youth Committee. We are researching and determining where we can be the most effective in helping the most vulnerable youth that have had affected by Covid. Guest speaker Raffaele Timarchi Policy Advisor to the Chair's office gave an overview of each county department that works with youth. He will return to give more detailed information about what the county is already doing and where the committee has opportunities to help.

19:23:23 From Patrick Nolen : post pandemic, last year's recommendations. at what stage are they?

19:25:54 From Patrick Nolen : thank you

19:26:57 From Lung Wah : Thank you Anna

19:27:02 From Stephanie Urban League of PDX : Thank you so much Anna

19:27:05 From Patrick Nolen : thank you!

19:27:34 From Stephanie Urban League of PDX : Yes please

19:27:43 From Richard Barker : me as well

19:28:01 From Lung Wah : 👍

19:28:14 From Patrick Nolen : yes, please

19:30:46 From Richard Barker : via voting and finalize next meeting

19:30:57 From Richard Barker : I will throw my hat into the ring

19:31:12 From Patrick Nolen : yes, Iam all for doing it via email and finalize next meeting

19:38:24 From Jenny Shadley : I feel like this is a good use of our time

19:44:26 From Patrick Nolen : I think the meeting went very well!

19:44:28 From Stephanie Urban League of PDX : Love the agenda and getting items beforehand to be able to prepare for the meeting :) Thank you so much KellyAnn

19:45:39 From Stephanie Urban League of PDX : Great to be with you all tonight!

19:46:31 From Patrick Nolen : nini!

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