



## EQUITY COMMITTEE PLANNING GROUP MINUTES

SEPTEMBER 13, 2022

Present: Co-Chair Cyndy Hillier, Co-Chair Christen Sacco, Glendora Claybrooks, Stacey Dolezal, Jennifer Eidson, Rio Espinosa, Rachel Greenough (arrived 6:14 p.m.), Valerie Holt, Lusi Hong, Shannon Huggins, Mike Mata (arrived 6:12 p.m.), Maria Nguyen, Sharon Noell, Bryan Ortiz (arrived 6:25 p.m.), BJ Park, and Isabella Raymond

Staff: Community Engagement Coordinator Betsy Rodriguez Ruef and Deputy City Manager Megan George

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### I. Welcome

Co-Chair Sacco called the meeting to order at 6:00 p.m. She reviewed the agenda and ground rules, and summarized the goals for the next few meetings.

September 13	October 4	November 14
<ul style="list-style-type: none"><li>• Draft recommendation</li></ul>	<ul style="list-style-type: none"><li>• Finalize recommendation</li><li>• Brainstorm “actions” for permanent committee</li><li>• Brainstorm ways to reduce barriers to participation</li><li>• Prep for 11/14 City Council meeting</li></ul>	<ul style="list-style-type: none"><li>• Present recommendation to the City Council</li></ul>

C-Chair Sacco announced that a member of the group Shane Skinner resigned from the Equity Committee Planning Group in August.

Co-Chair Sacco then asked if there were any revisions to the minutes from the August 16, 2022 meeting. There were none.

Motion to adopt the August 16, 2022 minutes made by Rio Espinosa and seconded by Sharon Noell. The motion passed unanimously 13 – 0 (13 Yes [Claybrooks, Dolezal, Eidson, Espinosa, Hillier, Holt, Hong, Huggins, Nguyen, Noell, Park, Raymond, Sacco, ]; 0 – No; 0 – Abstain; 3 – Absent [Greenough, Mata, Ortiz]).

### II. Ice Breaker

Rodriguez Ruef instructed group members to answer questions depending on the colors of M&M’s candies they received with their table groups.

### III. Small Group Presentations

Rodriguez Ruef shared the groups would be given 15 minutes to reconnect and prepare for their presentation. Then, each would have 10 minutes to give their presentation to the whole group. She reminded everyone to focus presentations on the following questions:

- Name of Committee
- Number of Members
- Composition of Membership
- Committee Positions
- Powers and Duties of Committee
- Other

The first group to present included BJ Park, Glendora Claybrooks, Rachel Greenough, Valerie Holt, and Deputy City Manager Megan George. Park directed everyone to the group's PowerPoint presentation and summarized the legal aspect of the committee and his group's recommendations. The presentation is attached.

The second group to present included Rio Espinosa, Shannon Huggins, Maria Nguyen, and Co-Chair Christen Sacco. Espinosa directed everyone to the group's PowerPoint presentation and summarized his group's recommendations. The presentation is attached.

Raymond asked for clarification about the group's recommendation to include staff on the group. Espinosa responded that their group thought it might be helpful to include staff expertise on certain topics. George added that staff (whether City or from other agencies) could be invited as guests and not as permanent committee members.

Holt asked for clarification about the group's recommended powers and duties. Espinosa responded that their group thought to keep the powers and duties fairly simple to provide the committee with more flexibility to respond to current events and issues.

The third group to present included Bryan Ortiz, Jennifer Eidson, Sharon Noell, Mike Mata, and Community Engagement Coordinator Betsy Rodriguez Ruef. Noell summarized her group's recommendations.

Claybrooks and Dolezal commented that they both appreciated the inclusion of objectives and metrics in the group's presentation.

The fourth group to present included Co-Chair Cyndy Hillier, Stacey Dolezal, Lusi Hong, and Bella Raymond. Dolezal directed everyone to the group's PowerPoint presentation and summarized her group's recommendations. The presentation is attached.

Claybrooks commented that there are iterative concerns expressed by each small group regarding building the committee. She clarified that by iterative she meant applied repeatedly.

Co-Chair Sacco asked if the group could expand on the non-profit idea. Co-Chair Hillier responded that the group discussed learning from and supporting other groups in the community doing this work. Huggins suggested that non-profits and other service organizations could be guests and not members since they would each bring their own agenda to the group.

Huggins commented that the Vision Action Network has provided support to Washington County related to equity in the past and that perhaps the Vision Action Network or Washington County could be a resource. Co-Chair Hillier added that the Tigard-Tualatin School District may also be a resource.

#### **IV. Large Group Discussions**

Rodriguez Ruef reminded the group that the objective of this section is to reflect on each element of the small group presentations and discuss commonalities and areas of agreement. Rodriguez Ruef shared that blank chart paper was placed next to each small group's presentation. She instructed people to stay in their small group, go around to each other group's chart paper, and on the blank chart paper, write down the things they liked about that group's proposed ideas. If an idea you like is already written down, you can second that by adding a check mark next to it. The group was given four minutes at each station.

The completed chart papers are attached.

#### **V. Wrap Up**

George reviewed the upcoming meeting dates:

- Tuesday, October 4, 6 – 8 p.m., Tualatin City Services (10699 SW Herman Rd)
- Monday, November 14 (City Council Meeting), 5 – 6 p.m., Tualatin City Services (10699 SW Herman Rd)

George announced that staff would compile each group's recommendations into one document so that it was easier for the full group to compare the ideas. The next step is to identify areas of commonality and broad support, leveraging the "like" exercise completed this evening.

Co-Chair Hillier asked the group to reflect on two questions:

1. What did you learn today?
2. What are you looking forward to?

#### **Adjournment**

Co-Chair Hillier adjourned the meeting at 7:45 p.m.



Betsy Rodriguez Ruef, Recording Secretary