

**EQUITY STEERING COMMITTEE**

City Hall: Community Room

**NOTES**

November 30, 2023

- The meeting began at 6:04 p.m.
  - In attendance were Liz Start, Corey Hester, Seyon Belai, Aneesa Turbovsky, Shian Gutierrez, and Nikki Storm. Staff present included Gabriela Santoyo Gutierrez (Equity and Inclusion Coordinator) Emma Sagor (Assistant City Manager), and Toby LaFrance (Finance Director).
  - One community member was present.
  
- Toby LaFrance provided an overview of the [People's Annual Financial Report](#) (PAFR). The ESC walked through the document together. ESC members asked the following questions:
  - The ESC wanted to understand why the budget numbers on page 5 and 11 do not match. Toby said he was not sure but would follow up and provide an answer.
  - An ESC member asked what “transfers” refer to on page 11. Toby explained these are transfers out of utility and other funds into the general fund to pay for administrative and cross-cutting services that support all departments.
  - ESC members said it would be helpful to see a chart like the one on page 14 that shows revenues by fund, not just expenditures. ESC members asked why the wastewater fund expenditures seem so high, and Toby explained this is due to our cost sharing agreement with Clackamas County’s Water Environment Services.
  - The ESC said it would be helpful to see a chart like the top on page 16 that showed expenditures by all funds, to help contextualize how much of the overall city budget goes to policing.
  - The ESC asked why some bars (like Public Access Studio, Police Administration, and Police Support Services) didn’t show up on the chart on page 11. Toby explained that the Public Access Studio expenditures were too small to register and said all of the police expenditures are combined into the single bar because that is how the budget treats them.
  - The ESC asked why the Affordable Housing Fund appeared to have no expenditures in FY 21 and FY 22. Toby explained that is because that fund was only created in FY 22 and no expenditures were made prior to FY 23.

- The ESC then reviewed the draft [Equity Plan shared by staff](#), which staff intend to present to Council at their December 12 regular session. The plan includes three tracks:
  - The first track covers actions to be led by the Equity and Inclusion Coordinator.
  - The second track covers discussions to be undertaken by the ESC.
  - The third track covers major city initiatives with an equity nexus that the Equity and Inclusion Coordinator will support.
  
- ESC members shared the following feedback about the second track (ESC discussion topics) of the draft plan:
  - The group discussed whether they would prefer to rotate through the focus areas previously identified or spend several months on one topic to dive deeper. The consensus was those in attendance felt spending a few months on a single topic would allow for more effective conversations and work but asked that the workplan be updated so there is a feedback loop, where any guest brought in comes back at a later meeting to explain what was done with the ESC's input.
    - For example, within Communications, Storytelling, and Transparency, the group discussed having Strategic Engagement Team staff come to the first meeting to have a dialogue with the ESC about what they've observed, ideas they have, and proposals for changes, and then have the same staff come back the following month to show how they incorporated the ideas of the ESC into budget requests around events and communication.
    - Within the Recruitment, Hiring, and Retention focus area, the ESC members present liked the idea of having the HR Director come first to discuss data and trends with the ESC, then having staff from the BIPOC affinity group come to the next meeting to share their experiences, and then bring both staff and the HR Director together to the third meeting for the ESC to share their takeaways and recommendations.
  - An ESC member shared that they were disappointed to see naming of places and spaces listed as an additional focus area for consideration in 2025 or 2026. The group discussed the conversations had at previous meetings, in which members in attendance felt the three focus areas proposed for 2024 (Communication, Storytelling and Transparency; Engagement Pathways; and Recruitment, Hiring, and Retention) should be prioritized. The group recognized not all members were present during those conversations, and therefore the opinions of all were not taken into account. Some ESC members spoke to harm they have previously experienced through city processes and shared that they felt their opinions were dismissed in this process.

- The group agreed to pause decision making about the ESC's calendar and work plan until more members could be present and the group could discuss its processes for making decisions and ensuring all ESC member opinions are reflected.
  - The group agreed to focus the January 2024 meeting on this topic, and wait to begin any topical conversations on Communications, Storytelling, and Transparency until at least February.
  - The group advised staff to proceed with the Council conversation on December 12, but to note that decisions on the ESC work plan are forthcoming and to not present the draft calendar.
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- The meeting concluded at 8:35 p.m.

