

City of Bend
Human Rights and Equity Commission
January 25, 2023
Meeting Minutes

The work session of the Human Rights and Equity Commission (HREC) was called to order at 4:40 p.m. on Wednesday, January 25, 2023, in the Boardroom at City Hall, 710 NW Wall Street, Bend, OR 97703, and virtually.

- 1. Roll Call:** Commissioners Jasmine Wilder, Manoj Alipuria, Brittany Brown, Cameron Fischer, Joanne Mina, Carolyn Peacock-Biggs, Renee Ruiz, Erin Maher, Jeff Kitchens, Linda Long, Sergio Retamal, Mo Mitchell, Stephen Sehgal

Absent: Manoj Alipuria (excused), Mo Mitchell (excused), Stephen Sehgal (excused), Brittany Brown

- 2. Acknowledgements**

Commissioner Fischer read the land acknowledgement.

- 3. Approval of December 14, 2022 Meeting Minutes**

Commissioner Fischer moved to approve the December 14, 2022, meeting minutes. Chair Wilder seconded the motion. **Voice vote** – Commissioners Wilder, Mina, Fischer, Peacock-Biggs (4-0, with Commissioners Ruiz, Maher, Kitchens, Long, and Retamal abstaining).

- 4. Welcome & Introductions**

Mickie Derting, Interim Director – Equity Department, provided background on HREC’s teambuilding to date and established expectations for introductions at this meeting.

Derting, Cassandra Kehoe, Equity & Accessibility Manager; Zavier Borja, Community Relations Manager; Juan Olmeda, IT Director; Lisa Larsen, Administrative Support Specialist; Ian Leitheiser, Assistant City Attorney; Stephanie Betteridge, Chief Innovation Officer; Megan Perkins, Mayor Pro Tem; and Commissioners introduced themselves to each other.

- 5. Onboarding – Roles & Responsibilities**

Derting presented the following slides:

- Advise / Decide
- Council Advisory Bodies
- HREC Purpose
- Workplan Includes Four Goals

Mayor Pro Tem Perkins provided an overview of the Council goal setting retreat that took place on January 23 and 24, 2023, and noted Council had discussed the HREC Workplan at that retreat.

Betteridge provided insight into the Workplan adoption timeline.

6. Chair Election Process

Derting explained Commissioner Wilder's term as Chair ended in December 2022 and provided an overview of the election process. Derting presented the following slides:

- HREC Leadership Positions & Elections (1yr Term)
- Time Commitment
- Chair Nomination / Election Process

Derting informed Commissioners that nominations for Chair were due by February 7, 2023, and the election would be held at the February 22, 2023 HREC meeting. Leitheiser provided clarification around process and public meetings laws.

Vice Chair Mina added input on additional considerations for the Chair role.

7. Invitation – SDC Stakeholder Group

Sarah Hutson, Senior Management Analyst, explained the System Development Charge (SDC) Methodology Update and asked for an HREC liaison to an SDC stakeholder group; Hutson further explained the stakeholder group and time commitment.

Following brief discussion, Derting asked Commissioners to email her prior to the first SDC stakeholder meeting if they were interested in acting as the liaison to that group.

8. Director Recruitment Update

Betteridge updated the HREC on the recruitment process for the Equity Director. Betteridge stated Council and HREC would be part of that process.

9. Public Comment

- Joshua Romero, Bend resident, commended HREC on their work and encouraged the Commission to keep moving forward.
- Melina Moran, Bend resident and Chair of Oregon Commission of Hispanic Affairs, looked forward to collaborating with HREC in the future.

10. Additional Discussion

- A. Vice Chair Mina asked Betteridge whether there was representation of people of color at the City Manager and Assistant City Manager level. Betteridge stated the goal is to have a City staff that represents the community they serve; at this time, at the City Manager and Assistant City Manager level, there are two women but not a person of color. Betteridge noted there is more diversity at the Director level, but it is the City's goal to ensure greater representation across the organization. To that end, Betteridge said there are programs in place to help more people move into leadership roles and be successful in those roles.

- B. Commissioner Retamal said one of HREC's functions is to assist in cases of discrimination and asked what the mechanism is to capture those complaints, how the HREC becomes aware of them, and who is involved in the process. Mayor Pro Tem Perkins explained Council discussed that during its goal setting retreat and is still in the process of determining what that will look like.

Vice Chair Mina explained the Police Department has a process for reporting hate and bias incidents, as does the Oregon Department of Justice. Mina stated part of HREC's work in the next biennium will be to connect and build upon those processes. Commissioner Wilder added the HREC will be creating subcommittees in the next few months to work on the Workplan action items, including this one.

11. Adjourned at 6:28 p.m.

Respectfully Submitted,

Melissa Mitsch
Senior Administrative Support Specialist