

City of Bend

**Human Rights and Equity Commission Subcommittee:
Developing an Equity Framework and Operationalizing Equity
March 14, 2023
Meeting Minutes**

The subcommittee session of the Human Rights and Equity Commission (HREC) on Developing an Equity Framework and Operationalizing Equity was called to order at 1:00 p.m. on Tuesday, March 14, 2023, virtually.

- 1. Roll Call:** Commissioners Jasmine Wilder, Mo Mitchell, Carolyn Peacock-Biggs, and Linda Long (Vice Chair Joanne Mina joined after start)

Absent: Erin Maher (excused), Cameron Fischer (excused)

- 2. General Input, Initial Thoughts for Subcommittee Direction**

Commissioners Long, Peacock-Biggs, Wilder and Mitchell share preliminary thoughts, general points of consideration at the outset of this work.

- Setting Actionable, Achievable Goals for the Framework
- What are other City Governments doing and what is in place?
 - Oregon and other diverse communities
- Accountability Process within City of Bend – Possible Equity Audits
- Equity Audits of Documents/Forms – not just people, but existing documents
- Define what HREC is attempting to achieve with Framework
- “Not In My Backyard” mentality – how to transform, challenge narrative
- Collective community conversations, education opportunities to expand empathy
- Nontraditional manners of communication – reaching community where it is
- Engage community as stakeholders, with non-English speakers (collaborative governance).
- Transparency in language accessibility
- Accountability Process within City of Bend – Possible Equity Audits
- Support from Bend City Leadership with Equity initiatives, recommendations – set up collective effort and understanding that Equity Framework will be supported and promoted.
- Future meeting with Equity Director, City Staff to determine if framework implementable.
- City’s vendors, endorsements, and partners – examination of equity initiatives in them.
 - Vice Chair Joanne Mina input
 - Portland Roadmap
 - The Management Center Documentation (to be shared)

- 3. Additional Questions for Consideration**

Chair Manoj Alipuria submitted the following questions for commissioners on this subcommittee to consider/brainstorm:

- Who is focus area’s primary (and possibly secondary) target audience. Be specific.
- What specific features/components/services do you envision being a part of your focus area

when it's "live"?

- Similarly, what do you envision as being the overall process your target audience would experience with your focus area available to them? In other words, what will they see and do?
- At this juncture, what resources/partners do you envision are required to build out your focus area and then also to maintain and build it out?

4. Developing an Equity Framework and Operationalizing Equity Outline / Framework

- Linda

5. Public Comment

- No public comment

6. Adjourned at 2:00 p.m.

Submitted by:

Cassandra Kehoe

Accessibility and Equity Manager



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