

The meeting of the Human Rights and Equity Commission (HREC) was called to order at 4:30 p.m. on Wednesday, February 23, 2022, online and by phone.

Roll Call: Crow Crosswhite, Adrian De La Rosa, Olivia Dudo, Elizabeth Johnson, Mo Mitchell, Jody Saffert, Huong Sherry Tran, Kay Vincent, Jasmine Wilder, Delayne Skuse

Absent: Crow Crosswhite

1. Welcome and Land Acknowledgement

Member Wilder read the Land Acknowledgement.

2. Approval of minutes from 1/26/2022 HREC Meeting

Member Saffert moved to approve the January 1, 2022 meeting minutes. Member Mitchell seconded the motion, the motion passed unanimously (7-0).

Member Vincent joined the meeting around 4:41 p.m.

Member Johnson joined the meeting around 4:42 p.m.

3. Retreat prep: DiSC Assessment Overview

a. Guest speaker: Wendy Boyer

Anna Allen, Equity and Inclusion Director, presented the following HREC Retreat updates:

- Chose a facilitator from outside of Central Oregon
- Still working on dates – looking at March or early April
- Plan to split the retreat into two days – half day Saturday where the committee will get to know each other and then do an action plan development priority plan setting at the March meeting
- Have in person or hybrid – can provide COVID tests

Member Saffert volunteered to help Anna Allen, Equity and Inclusion Director, with planning for the HREC retreat.

Wendy Boyer, Boyer Consulting, presented an overview of the DiSC Assessment.

Member Tran left the meeting around 5:22 p.m.

Members are supported in moving forward with taking the DiSC Assessment.

4. Public comment

Dorinne Tye discussed concerns on the City's Capital Improvement Projects (CIP) to the Bend Municipal Airport and asked the HREC to consider looking further into human rights and equity issues and to help with an equity analysis.

5. Subcommittee recommendations on Guidelines

a. Governance & Guidelines

Member Wilder presented the following updates from the Wednesday, February 16, 2022 Governance and Guidelines Subcommittee meeting:

- The subcommittee focused on the government structure of the new positions – did an assessment of what the Chair and the Vice-Chair have had implied responsibility for and looked at it was better served and other position
- Safety and Peer Lead
 - Help with safety and emotional support during meetings
 - Read the statement at the top of every meeting
 - Manage the public comment section at each meeting
- Communications Lead
 - Support with ensuring that the recommendations that flow from HREC up to Council are rooted in this body's language, perspective, voice and work with the Equity and Inclusion Director
 - Be the point person around communication needs
- Council Liaison
 - Serve quarterly and will have a backup person which will come from the person who served before so that there is a continuation of understanding
 - Attends Councils meetings and report back to the HREC anything that seems important
 - Work with the City Staff Liaison and City Council Liaison to the HREC
- Delegates
 - Would be appointed in a meeting to serve on a committee and contribute in some way that has been asked by the HREC and report back to the HREC
- The subcommittees that HREC establishes will dissolve once their purpose is done

b. Communications

Allen presented the following updates from the Thursday, February 17, 2022 HREC Communications Subcommittee Meeting:

- The Communications Subcommittee Guidelines changes and recommendations to the full HREC
 - Calling out if there is harm done in a meeting if someone is feeling like they were personally attacked or that something landed harmfully with them that they are able to work with the Chair, the Safety and Peer Relations Lead and the Equity and Inclusion Director to identify what the path is moving forward to restorative justice and what it would look like for them
 - Remove repetitive language and combine

- Include language in the document around the Allyship and Action report – has been added in the ethics and values section
- Move away from using committee and replace it with commission

Member Wilder shared that the Communications Subcommittee discussed adding a statement that is read at the top of every meeting stating HREC's mission and commitment.

Member Wilder presented a brief overview of Martha's Rules.

Member Johnson moved to adopt the Governance and Guidelines document that has been proposed. Member Mitchell seconded the motion, the motion passed unanimously (8-0).

6. Director Update
a. Vacancies
b. Retreat

Not discussed due to time.

7. Agenda setting for March meeting

Members discussed adding the following items to the March HREC meeting agenda:

- Vote on newly created HREC positions

8. Adjourned at 6:30 p.m.

Respectfully Submitted,

Kayla M. Duddy, CMC
Deputy City Recorder