

City of Bend  
**Human Rights and Equity Commission**  
September 28, 2022  
Meeting Minutes

The meeting of the Human Rights and Equity Commission (HREC) was called to order at 4:30 p.m. on Wednesday, September 28, 2022, at the City Council Chambers, 710 NW Wall Street, and virtually.

1. **Roll Call:** Manoj Alipuria, Brittany Brown, Olivia Dudo, Cameron Fischer, Cassandra Kehoe, Joanne Mina, Kay Vincent, Jasmine Wilder

**Absent:** Carolyn Peacock-Biggs, Jody Saffert

2. **Land Acknowledgement**

3. **Approval of Minutes from August 31, 2022**

Commissioner Dudo moved to approve the Minutes. Commissioner Vincent seconded the motion, the motion passed unanimously.

4. **Work Plan Discussion & Community Input Process**

Commissioner Dudo moved to approve that the October 2022 HREC Meeting turned into Community Input/Listening Session event. Commissioner Fischer seconded the motion, the motion passed unanimously.

Discussion/Decisions: Chair Wilder started the meeting with recommendations on the HREC Work Plan and community input process, and then opened for Commissioner discussion.

- **Recommendations are:**

- o based on (a) HREC and City capacity and (b) December 2022 deadline so that information provided by HREC is included in City Council Goal Setting process that starts in January 2023.
- o to focus the HREC October meeting agenda as a listening session to receive community input, and
- o for the HREC members to also engage in one-on-one outreach.

- **Logistics for October 2022 meeting are as follows:**

- o explore location change to CoCC or other community spaces
  - space capacity: 50 individuals
- o adhere to public meeting notice, posting, and (hybrid) access requirement
- o style: community roundtable conversation
- o food and refreshments will be served
- o ASL & Spanish interpretation

- **Agenda – Wednesday, October 26, 2022, at 4:30-6:30 pm HREC Meeting:**
  - o Work Plan & Community Input
    - HREC Introduction and Overview including Purpose
    - Work Plan
      1. Overview
      2. Community Input
- **Invitation/Engagement:**
  - o HREC members to invite and engage with marginalized and underrepresented community members to participate at the October 26, 2022, community input/listening session event and/or via one-on-one engagements.
- **Communication:**
  - o HREC Communication to lead the development of the messaging for the community input event/listening session.
    - Including participants' clear walk-aways and next steps.
  - o City Communication Staff to distribute messaging via press release and to the City's website, social media, website, and partner list.
    - HREC Vice Chair Joanne Mina to help draft the press release.
- **Content – Community Input:**
  - o Goal: Collect community feedback on the 9 recommendations, receive insight into lived experiences, and what the community deems as priorities that will help inform HREC on Council recommendation.
  - o Tool – a Feedback Form draft was created and tested. It was kept simple with only 3 questions for ease of engagement with a follow-up process implemented.
  - o Ensure the community members also provide input on the “Why” to help fuel, drive, and bolster the Work Plan's content.
  - o Flexibility to present survey questions in a narrative format to engage those who do not wish to fill out a form.
  - o Make available digitally for those who are not able to make the October 26, 2022, community input/listening session event and/or the one-on-one engagements but would like to provide input.
  - o Two phase launch introduced to where phase 1 will lead to the top 3 recommendations adopted by Council in December 2022 while phase 2 will be a deeper dive into the next steps of the Council adopted priorities.
- **Timeline/Milestones:**
  - o 2022
    - September 29, 2022 – City Staff, Zavi Borja to provide HREC members with a link to Community Partners List.
    - October 4, 2022 – HREC Members to add to the list and self-select outreach contact.
    - October 6, 2022 – HREC Chair to review the list for duplication, gaps, and tracking activity.
    - October 6, 2022 – All HREC Members to Provide Feedback to Anna Allen:
      1. Feedback Form
      2. Strategy and Planning for October 26, 2022, Community Input/Listening Session Event
      3. Invitation and Press Release/Media Language
    - October 7, 2022 – Anna Allen to finalize the Feedback Form and send it back to all for use.

- Mid-October to Mid-November – HREC Members to engage in one-on-one Community Input/Listening Sessions.
- October 26, 2022, HREC Meeting
  1. HREC Work Plan – Community Input/Listening Session Event
  2. HREC Chair is to provide a spreadsheet summary of who has been contacted by the HREC member prior to the Work Plan event.
- Mid-November – Anna Allen and Commissioner Cassandra Kehoe to summarize community input, number of people reached, communities represented, and top themes.
- November HREC Meeting to review community input, discuss Top 5 themes, and identify/vote on the Top 3 recommendations to present to Council.
- Early December – HREC to Present HREC Work Plan with Top 3 Recommendations for Council Adoption and Inclusion in the Council Goal Setting
  - 2023 (Estimated Based on 2022 Timeline)
    - January – March – Council Consideration to Include Council Adopted HREC Recommendation into Council’s 2-year Goals
    - May – June – Council Adopts 2-year Plan
    - June – Council Adopts Budget
    - Ongoing – Goals Tracked in Public Dashboard

**5. PUBLIC COMMENT:** None

**6. RUBRIC DECISION-MAKING FRAMEWORK AND TOOL:**

- An overview was provided by Commissioner Mina and the HREC members discussed. To be added to the November 2022 Agenda for further discussion and direction.

**7. COUNCIL LIAISON UPDATE:**

- Council Liaison Alipuria and Mina provided an update regarding the Unsanctioned Camping Code.
  - Commissioners Alipuria, Mina, and Wilder presented to the City Council recommendations re: Unsanctioned Camping Code in August 2022.
  - Commissioner Alipuria attended, and Commissioner Mina participated in the City’s first roundtable session to solicit feedback. The key discussion topics were as follows:
    - Focus on where people can go as opposed to where you can’t be
    - Public health lens to this entire development of code and making it a way for people to engage with services vs enforcement
    - Importance and difference in survival sheltering with significant need vs choosing to live outside
    - Details around not requiring folks to move during the coldest time of the day, manner of place and timing, and place near school or businesses
    - Offering people, a single point of contact to access services
    - The Commissioners acknowledged the City Council for listening and being accountable and collaborative.

- City Councilor Perkins thanked the Commissioners for their insight and knowledge. She acknowledged the HREC for the impact of their recommendation and roundtable participation stating that the process moving forward will be executed in a thoughtful and equitable way because of their recommendation.

## 8. DIRECTOR'S UPDATE

- The Commissioners thanked and acknowledged Anna Allen for her service and great work in her tenure as the first Equity Director.
- Anna Allen provided an update on next steps, timeline, and support system as she transitions to her part-time consultant role solely focused on the Work Plan development through the end of December 2022.

## 9. Adjourned

Respectfully Submitted,

Mickie Derting  
Interim Director – Equity Department



### **Accessible Meeting Information**

This meeting/event location is accessible. Sign language interpreter service, assistive listening devices, materials in alternate formats such as Braille, large print, electronic formats, or any other accommodations are available upon advance request. Please contact the Accessibility and Equity Program at [accessibility@bendoregon.gov](mailto:accessibility@bendoregon.gov) or call 541-693-2198; Relay Users Dial 7-1-1. Providing, at least, 3 days' notice prior to the event will help ensure availability.