



CITY OF

**PORTLAND, OREGON**

OFFICE OF EQUITY & HUMAN RIGHTS

**AMANDA FRITZ, COMMISSIONER**

Dante J. James, Bureau Director

421 SW 6<sup>th</sup> Avenue, Suite 500

Portland, Oregon 97204

**TRANSMITTAL TO COUNCIL**

March 16, 2012

TO: Portland City Council  
FROM: Commissioner Amanda Fritz

SUBJECT: Accept the Office of Equity & Human Rights' recommendations on a bureau advisory committee (Report)

On September 21, 2011, Portland City Council created the Office of Equity and Human Rights (Ordinance No. 184880). The Office of Equity and Human Rights is established to ensure fairness for all Portlanders and equal opportunity and access to City services, jobs, and contracts. The ordinance establishing the Office directed the Commissioner in Charge to provide a progress report to Council and the community within six months from the date of adoption of the Ordinance on the structure of bureau advisory committee for the Office.

The disparities that exist in Portland were not created by government alone, and cannot be fixed by government alone. Ongoing advice from the community and from other City bureau staff is crucial to the success of this Office and its mission.

We recommend that Council accept this report.

Dante J. James, Office of Equity and Human Rights Director

**TO THE COUNCIL**

The Commissioner of Public Utilities concurs with the recommendations of the Office of Equity & Human Rights' Bureau Director and

**RECOMMENDS:**

That the Council accepts the report.

Respectfully submitted,

Amanda Fritz

Commissioner of Public Utilities



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**OFFICE OF EQUITY & HUMAN RIGHTS**  
**BUREAU ADVISORY COMMITTEE**

**BACKGROUND & HISTORY**

The Equity initiative in the Portland Plan provides a framework for the City's overall equity strategy. It declares a vision for Portland where:

- All Portlanders have access to a high-quality education, living wage jobs, safe neighborhoods, a healthy natural environment, efficient public transit, parks and green spaces, decent housing and healthy food;
- The benefits of growth and change are equitably shared across our communities, and no one community is overly burdened by our region's growth.
- All Portlanders and communities fully participate in and influence public decision-making; and
- Portland is a place where your future is not limited by your race, ethnicity, gender, sexual orientation, disability, age, income, where you were born or where you live.

Equity exists when everyone has access to opportunities necessary to satisfy essential needs, advance their well-being, and achieve their full potential. Equity is both the means to healthy communities and an end that benefits us all.

Data has indicated that racial and ethnic disparities and those for people with disabilities are vast across all indicators. Therefore, Portland City Council created the Office of Equity and Human Rights (Ordinance No. 184880) September 21, 2011. City leaders, bureaus and staff have committed to providing excellent services and opportunities to every Portlander by supporting the need for the City to lead with race and ethnicity as a starting focus and also for disabilities to be an initial priority for the City and the Office of Equity and Human Rights (OEHR).

The creation of the Office was made possible through a collaborative effort between the community and City of Portland staff, specifically through the Creation Committee led by Commissioner Fritz with support from Mayor Adams. Effective collaboration needs to continue to ensure the success of the Office and will be done so by the formation of a bureau advisory committee that will include members of the community and City of Portland staff. The Bureau Director will work closely with the Commissioner-in-Charge and also with all members of the Council and directly with other Bureau Directors.

## **BUREAU ADVISORY COMMITTEE**

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The Creation Committee provided input on the purpose, composition and function of the Office's advisory structure. Partnerships are critical: the Office will need a network of community members with expertise in various areas, including strategic planning, contracting and organizational development. This expertise is especially critical when the Office is working on formulating its strategic plan. Therefore, the Creation Committee determined that it would be beneficial to have the advisory structure roll out in two phases: a) a transitional group to help the office with its strategic plan; and b) an ongoing bureau advisory committee

### **Transitional Steering Committee**

A Transitional Steering Committee consisting of approximately 7-10 community members and City of Portland staff will be convened by the Office of Equity & Human Rights' Bureau Director and the Commissioner in Charge to:

- Advise the OEHR Bureau Director and staff on refining the Office's mission, vision and strategic plan, using the foundational work of the Creation Committee and the Ordinance creating the office; and
- Implement an ongoing bureau advisory committee

Members of this committee will be selected based on individuals' expertise related to organizational development and strategic planning. This group will meet until the end of FY 2011-2012.

### **Ongoing Bureau Advisory Committee**

The Transitional Steering Committee will define the structure and composition of OEHR's ongoing bureau advisory committee based on the Office's mission, vision and needs. The bureau advisory committee will consist of community members and City of Portland staff to ensure continuing dialogue between internal and external stakeholders. Ad-hoc work groups may be formed within the committee to focus on specific projects as determined by the committee and OEHR Director and staff.

This committee will convene at the beginning of FY 2012-13.

Agenda No.  
**REPORT NO.**  
 Title

and  
 Accept the Office of Equity & Human Rights' recommendations on a bureau advisory committee (Report).

<b>INTRODUCED BY</b> Commissioner/Auditor: <b>Commissioner Amanda Fritz</b>	CLERK USE: DATE FILED <u>MAR 23 2012</u>
<b>COMMISSIONER APPROVAL</b> Mayor—Finance and Administration - Adams Position 1/Utilities - Fritz <i>Amanda Fritz</i> Position 2/Works - Fish Position 3/Affairs - Saltzman Position 4/Safety - Leonard	LaVonne Griffin-Valade Auditor of the City of Portland By: <i>[Signature]</i> Deputy
<b>BUREAU APPROVAL</b> Bureau: Office of Equity & Human Rights Bureau Head: Dante J. James Prepared by: Sara Hussein Date Prepared: March 21, 2012 Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/> Council Meeting Date <b>March 28, 2012</b> <b>City Attorney Approval:</b> required for contract, code, easement, franchise, charter, Comp Plan	<b>ACTION TAKEN:</b>  <b>MAR 28 2012 ACCEPTED</b>

<b>AGENDA</b> <b>TIME CERTAIN</b> <input checked="" type="checkbox"/> <b>Start time: 9:30 AM</b> <b>Total amount of time needed: 30 min</b> (for presentation, testimony and discussion)
<b>CONSENT</b> <input type="checkbox"/>
<b>REGULAR</b> <input type="checkbox"/> <b>Total amount of time needed: _____</b> (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	<input checked="" type="checkbox"/>	
2. Fish	<input checked="" type="checkbox"/>	
3. Saltzman	<input checked="" type="checkbox"/>	
4. Leonard	<input checked="" type="checkbox"/>	
Adams	<input checked="" type="checkbox"/>	