



Office of Mayor Charlie Hales  
City of Portland

REPORT TO COUNCIL

DATE: June 4, 2015

TO: City Council

FROM: Mayor Charlie Hales

SUBJECT: Accept report on the work of the Diverse and Empowered Employees of Portland

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I am pleased to submit for your consideration a report on the work of the Diverse and Empowered Employees of Portland (DEEP), an employee driven group that has been working for the City of Portland's over 8,000 employees since 2007.

The purpose of the Diverse and Empowered Employees of Portland (DEEP) is to support the City of Portland's diverse workforce and their allies ensuring fair and equitable treatment of staff and the wider community in all their dealings with the City.

Sincerely,

Charlie Hales  
Mayor of Portland



# DEEP

DIVERSE AND EMPOWERED  
EMPLOYEES OF PORTLAND



## PROGRESS REPORT 2015

The Diverse and Empowered Employees of Portland (DEEP), an employee driven group, has been working for the City of Portland's over 8,000 employees since 2007. This report will summarize what DEEP does, and highlight some of the successes over the past eight years.

# DIVERSE AND EMPOWERED EMPLOYEES OF PORTLAND

## PROGRESS REPORT 2015

It is my pleasure to present to you the first Progress Report for the Diverse and Empowered Employees of Portland (DEEP) since our inception in 2007.

The report highlights the many achievements of DEEP throughout the years and the substantial progress that has been made in achieving our vision of creating and enhancing a supportive and inclusive environment for City of Portland employees.

In particular, the report demonstrates the group's many achievements in the past eight years. DEEP's Executive Committee members demonstrated tremendous dedication these past years to establish DEEP and its goals.

I encourage you to take a moment from your busy schedule to look over the report. I welcome your questions or comments.

Sincerely,



Debbie Caselton  
Chair  
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Email: [Deep@portlandoregon.gov](mailto:Deep@portlandoregon.gov)  
Web: [www.portlandoregon.gov/deep](http://www.portlandoregon.gov/deep)

## MISSION STATEMENT

*DEEP is dedicated to enhancing a work environment that is inclusive and supportive of the City of Portland's diverse workforce that is committed to quality public service.*



## **DIVERSE AND EMPOWERED EMPLOYEES OF PORTLAND (DEEP)**

In 2007, DEEP was established (Resolution No. 36523) as an employee-driven committee entitled Diverse and Empowered Employees of Portland for City employees as a means to enhance the City work experience through networking, resource and professional development and support. Prior to the resolution being presented to council, DEEP Executive Committee members met individually with each bureau director, commissioner and Police and Fire chiefs to give them advance knowledge of the group forming and what their goals were, as well as gather any input, answer questions or help alleviate any potential concerns.

At this time, DEEP works independently under the umbrella of the Office of Equity and Human Rights (OEHR). Over the years, DEEP has been under the umbrella of Mayor Potter, Mayor Adams and Commissioner Amanda Fritz.

The Executive Committee meets as a group once a month, and once annually on a Saturday for four hours in the spring for a work retreat. Bi-annually, the team meets with the chairs and leaders of all of the affinity groups (known as the Affinity Group Council) to discuss lessons learned, provide input and advice among the different groups, and to get an update on how the groups are doing. Quarterly, the Executive Committee meets with Dante James, Director of OEHR.

All Executive Committee members work on a voluntary basis, but most of the members have the support from management in their bureaus to participate in DEEP and its programs.

## **OUR PURPOSE**

The purpose of the Diverse and Empowered Employees of Portland (DEEP) is to support the City of Portland's diverse workforce and their allies ensuring fair and equitable treatment of staff and the wider community in all their dealings with the City.





**DEEP EXECUTIVE COMMITTEE**

Debbie Caselton, Co-Chair, Environmental Services  
Janis McDonald, Co-Chair, PBOT (newly elected as of May 30, 2015)  
Greg Wolley, Vice Chair, Purchasing  
Mary Hansen, Secretary, Archives  
Delphine Kennedy-Walker, Historian, Attorney’s Office  
Maximo Behrens, Parks and Recreation  
Dylan Carmody, PBOT  
Jim Fairchild, Human Resources (Fire)  
Yvette Gayomali, Environmental Services  
Angie Harris, Water  
Carolyn Q. Lee, Parks and Recreation  
Dennis LoGiudice, ONI  
Thomas Nancarrow, Police

**PAST EXECUTIVE COMMITTEE MEMBERS**

Michelle Harper, Retired	Nickole Cheron Karl Harn	Deena Pierott Sean Murray	Stephen Fulton Ethel Gallares
Danilo Del Rosario, Retired	Carmen Rubio Jared Spencer	Alex Bejarano Jenny Martinez	Maria Lim Vittoria Piazza
Mikal Shabazz	Jeri Williams	Frank Arguello	Amie Shaffer



## **PROGRAM GOALS**

DEEP has been working to achieve the goals set early in their inception. The goal of DEEP is to support the Mayor’s Office in creating a supportive and inclusive work environment. DEEP will establish mentoring and networking opportunities for all City employees. Some of the goals that DEEP endeavored to implement since 2007 were:

1. Mentoring
2. Resources
3. Assistance with diversity events
4. Peer support on an individual or affinity group basis
5. Interview panel resources
6. Retention & recruitment strategies

### **Mentoring**

DEEP is working with Unidos Latinos Americanos (ULA), City African American Network (CAAN), the Women’s Affinity Group, and the Office of Equity and Human Rights (OEHR) to launch their first pilot Mentoring Program in fiscal year 2015/2016.

### **Resources**

Resources to employees and to the community have been a priority to DEEP since the beginning. DEEP has a library with a range of diverse topics of books and DVDs for employees to check out. Many speakers on a variety of diverse topic, as well as workshops have been provided over the past eight years. DEEP has also paid for many employees to attend workshops and conferences in the Portland area that enhance their work experience.

### **Assistance with Diversity Events**

Many years ago, City Council adopted Monthly Cultural Designations for use by City Bureaus. These are the general monthly celebration designations adopted by the City of Portland to facilitate coordination and collaboration in celebrating the diversity around us. Bureaus are not limited in their cultural celebrations and may instead choose to celebrate other events or times of cultural significance not listed here.

<b>Month</b>	<b>Cultural Celebration</b>
January	Lunar New Year and Martin Luther King, Jr. Day
February	Black History Month
March	Women's History Month
April	Multi-Cultural Communication Month
May	Asian Pacific Heritage Month
June	LGBTQ <sup>2</sup> Pride Month (Lesbian-Gay-BiTrans-Queer-Questioning)
July	Independence Day Celebration
August	Celebrating Culture Through Food: Cook-Off
September	Hispanic Heritage Month and Racial Equality Week
October	Disability Employment Awareness Month
November	American Indian Heritage Month
December	Human Rights Day

DEEP tries to coordinate with different bureaus, individual employees and the different affinity groups to participate in the organization of, collaboration, and sponsorship of events during these adopted months.

DEEP continues to work with the affinity groups to provide events and opportunities for city employees during all of the different cultural celebrations.

### **Affinity Groups/Peer support**

Affinity Groups were one of the first goals achieved. Affinity groups are voluntary, employee-driven groups that are organized around a particular shared interest or dimension. DEEP envisions that affinity groups will be organized around the protected classes set forth in non-discrimination laws such as race, disability, ethnicity, gender or sexual orientation. However, DEEP will consider approving any Affinity Group that is organized around other historical barriers to an equitable and inclusive work environment. Each affinity group must be open to any and all employees within the City of Portland. DEEP worked with the city attorney to create guidelines for affinity groups, as well as an application process.

### **Affinity Group Objectives**

The affinity groups should share numerous objectives:

- To provide a network of employees to promote professional development and advancement; to foster mentor relationships;
- To encourage all employees to value their respective groups' uniqueness and contribution to the City;
- To discourage stereotyping;
- To promote a positive work environment;
- To bring to the attention of top management the concerns of their respective groups;
- To work with other entities to address broader organizational and community concerns.

For the past eight years, the following affinity groups have been approved and have been active with the support of volunteer leadership and with liaisons from the DEEP Executive Committee. Some groups are more active than others, but they provide a resource to employees for networking, promoting a positive work environment, and a feeling of inclusiveness.

- City African American Network (CAAN)
- Faith & Friends Affinity Group
- Filipino American City Employees (FACE)
- Freethinker/Atheist and Agnostic/Secular Humanist/Naturalist (FAASHN)
- LGBTQ & Friends Affinity Group
- PDXCitymamas
- Unidos Latinos Americanos (ULA) Affinity Group
- Veterans' Empowerment Team (VET)
- Women's Affinity Group

DEEP is working with employees to establish the Asian American Pacific Islander Affinity Group, which will combine their efforts with FACE. There will also be a Disability Awareness Group established. Both of these should happen during the next fiscal year.

Most of the groups have gone through changes of leadership based on employee's status, layoffs, medical or maternity leave, and retirement. A couple of groups have gone through a leave of absence due to lack of leadership. DEEP would periodically make an effort to revive the absent groups and pursue voluntary leadership with guidance from the executive committee liaisons. FAASHN has been absent for the past couple of years, but will be attempting to revive this coming fiscal year as well.

There is an average of five active participants per affinity group with up to 100 members. Most groups do not have much attendance for an affinity group meeting, unless there is an activity or speaker planned. Most groups tend to meet to organize an event together, or bring in a speaker on a topic that is of particular interest to a group, or participate via email contact.

### **Interview Panel Resources**

DEEP Executive Committee members as well as some affinity group members have been utilized as a resource for various interview panels, as well as assistance with resume reviews and grading from applicants.

### **Recruitment & Retention**

In 2007, one of DEEP's first assignments from Mayor Potter was to provide a list of ten recommendations for retention and recruitment strategies. The report to Mayor Potter can be found at: <http://www.portlandoregon.gov/article/366591>.





## NOTEWORTHY ACCOMPLISHMENTS

### Affinity Groups

DEEP has up to nine active affinity groups that network, provide support and resources, and organize and invite diverse range of speakers on various topics.

- City African American Network (CAAN) has continuously worked with employees to provide events, panels, soul food and music annually for Black History Month in February.
- The Women's Affinity Group has worked with various employees, bureaus, and jurisdictions every year to provide a robust calendar of events during Women's History Month in March. This includes leadership panels, Dress for Success clothing collection, meet and greet educational and networking breakfasts at various locations, and the ever popular annual Wonder Woman Awards.
- Faith & Friends consistently arranges lunch time speakers and intriguing topics including *Matters of Faith*, *Compassion at Work*, *Reaching Those In Need*, and many more. This group has also co-presented a workshop with FAASHN at the City/County Diversity Conference.
- The Veterans Empowerment Team works together to provide gift boxes to soldiers abroad and also display City veteran's photos in honor of Veteran's Day in November.
- PDXCitymamas, with one of the largest followings, has quarterly and sometimes monthly topics of discussion related to parenting, social gatherings after work, and sometimes lunch.
- LGBTQ & Friends has hosted various panels over the years as well as annually marches with city council and fellow employees in the Pride Parade in June. Their webpage has a pretty extensive list of resources for employees as well.
- Filipino American City Employees (FACE) has worked with City employees to gather donations for survivors of the Philippines Typhoon. Some of their events during Asian American Pacific Islander Heritage Month in May have included Philippine cuisine and cultural displays of martial arts.
- Unidos Latinos Americanos has recently revived their leadership and have worked closely with DEEP, CAAN and the Women's Affinity Group to provide the outline for the Mentorship Program to launch this next fiscal year.



## Speakers

Over the years, DEEP has arranged for renowned speakers to speak to City employees and the public. Attendance of these events can be standing room only in the Portland Building Auditorium (over 200 seats) to a more intimate showing of 50 attendees. Some of the most talked about speakers DEEP has had the honor of hiring over the years includes:

- Tim Wise, Internationally renowned speaker and author of “White Like Me”, among other books.
- Luke Visconti, CEO and founder of DiversityInc.
- Walidah Imarisha, a historian at heart, reporter by (w)right, rebel by reason, an educator, writer, organizer and spoken word artist.
- Damali Ayo, author of “How to Rent a Negro” and “Obamistan! Land without Racism”
- Gary Karp, Internationally recognized public speaker, corporate trainer, author, and editor on modern disability.
- Ash Beckham, viral sensation with TEDx talk and Boulder Ignite speech, “I am SO GAY”
- Lee Mun Wah, internationally renowned Chinese American documentary filmmaker, author, poet, Asian folkteller, and educator.
- Michael Heyn, author of “Breaking Down Inequality: A Global Challenge”
- Thomas Norman DeWolf and Sharon Leslie Morgan, authors of “Gather at the Table: A Healing Journey of a Daughter of Slavery and a Son of the Slave Trade”
- Simon Tam and the Slants, award-winning musician, author, record producer and activist. The Slants are known as the first all-Asian American dance rock band in the world.







### Events

Most of the events organized by DEEP are centered on a designated cultural month. But, the annual Kwanzaa event at City Hall is held in December and gathers more than 100 employees and community members together for this non-religious community event.

### Trainings/Workshops/Conferences

When there is a conference or workshop of interest to City employees, DEEP has tried to purchase a number of tickets, and with manager approval, send employees on a first-come first-served basis. This year, DEEP was able to send the new chair of the Women's Affinity Group to the Women's Leadership Luncheon; over 20 employees to the Women of Color Empowerment Conference; and five employees to the City Club's The State of Motherhood luncheon with Valerie B. Jarrett, Senior Advisor to President Barack Obama.

On occasion, employees have requested financial assistance for a conference related to their work, but without bureau money to send them.

DEEP members have also provided trainings and workshops at conferences, as well as diversity trainings at various bureaus and at different governmental jurisdictions.



### Peer Support

Because DEEP is employee driven, many employees feel a sense of safety, anonymity, and no fear of retaliation when questions or concerns arise that need answers. Below are just a couple of instances over the years that DEEP has been able to help individual employees.

- ✓ Several years ago, an employee transitioning from female to male, brought to DEEP's attention that there was no transgender healthcare (this included a lot more than just sexual reassignment surgery) at the City of Portland. The employee did not want to be

the poster child for transgender employees, so DEEP advocated on their behalf. After meeting with Multnomah County representatives, talking to City of San Francisco representatives, doing a lot of research and working with Mayor Adams' office, transgender healthcare was adopted into the City of Portland. In the United States, we are the second City jurisdiction employer to do provide transgender healthcare for their employees.

- ✓ An employee was concerned that he had been unfairly targeted due to his race for “random” drug testing since he was the only black employee in his group and had been required to test several times in one year and his white co-workers hadn't been required to test at all. He inquired to HR and was not getting an answer he understood. After meeting with DEEP and some investigation, the answers were provided about what random drug testing entails and the employee was satisfied with the outcome.


### Resources

DEEP has worked hard to provide resources to City employees, but in the past year:

- The DEEP website has finally transitioned to the PortlandOregon.gov format ([www.portlandoregon.gov/deep](http://www.portlandoregon.gov/deep)).
- The DEEP library (approximately 45 books and videos) is online and available for check out through TrackIt.
- Most DEEP events are now being filmed and uploaded onto the website through Vimeo.

Agenda No.  
**REPORT**  
Title

Accept report on the work of the Diverse and Empowered Employees of Portland (DEEP) (Report)

<p><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Hales</b></p>	<p>CLERK USE: DATE FILED <u>JUN 05 2015</u></p>
<p><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance and Administration - Hales</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p style="text-align: center;">Mary Hull Caballero Auditor of the City of Portland</p> <p>By:  Deputy</p> <p><b>ACTION TAKEN:</b> JUN 10 2015 <b>ACCEPTED</b></p>
<p><b>BUREAU APPROVAL</b></p> <p>Bureau: Office of Mayor</p>	
<p>Prepared by: Rachael Wiggins Date Prepared: 6/4/2015</p>	
<p>Financial Impact &amp; Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p>	
<p><b>City Auditor Office Approval:</b> required for Code Ordinances</p>	
<p><b>City Attorney Approval:</b> required for contract, code, easement, franchise, charter, Comp Plan</p>	
<p>Council Meeting Date June 10, 2015</p>	

**AGENDA**

**TIME CERTAIN**   
Start time: **9:30 AM**

Total amount of time needed: <sup>15</sup>~~30~~ min  
(for presentation, testimony and discussion)

**CONSENT**

**REGULAR**   
Total amount of time needed: \_\_\_\_\_  
(for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	✓	
4. Novick	4. Novick	✓	
Hales	Hales	✓	