



City of McMinnville

Diversity, Equity & Inclusion Advisory Committee
Zoom Online Meeting
Thursday, August 12, 2021
4:30 p.m. – Regular Meeting

You may join online via Zoom Meeting:

<https://mcminnvilleoregon.zoom.us/j/93562400538?pwd=ZTBFeXRKUkpEWTY0MWxkdKxrcVQ0UT09>

Meeting ID: 935 6240 0538

Zoom Password: 609454

Or you can call in and listen via Zoom: +1 253 215 8782 (US)

Meeting ID: 935 6240 0538

Public Comments: If you wish to address the Diversity, Equity & Inclusion Advisory Committee on any item not on the agenda, you may respond as the Committee Chair calls for "Public Comment." You may also submit written comment via email at any time up to 12:00 pm the day of the meeting to kylie.bayer@mcminnvilleoregon.gov, that email will be provided to Committee members and entered into the record at the meeting.

1. CALL TO ORDER (Committee Chair Christine Bader) [4:30]
2. BIPOC BLOCK PARTY REPORT (Committee Vice Chair Tiffany Hennessey) [4:30]

Please submit requests for accommodations, including interpretation for people who are deaf or hard of hearing, at least 48 hours before the meeting to:
Kylie Bayer, HR Manager (503) 434-7405.

3. APPROVAL OF MINUTES (Committee Chair Christine Bader) [4:40]
 - a. Exhibit 1 – July 8, 2021, Meeting Minutes
 - b. Exhibit 2 – July 29, 2021, Meeting Minutes

4. PUBLIC COMMENT
 - a. The Chair will announce that any interested audience members are invited to provide comments. The Chair will read comments emailed to the HR Manager and then invite any person participating via Zoom to speak. The Chair may limit comments to 3 minutes per person for a total of 30 minutes.

5. DEPARTMENT HEAD INTRODUCTION (Chief Matt Scales) [4:45]
 - a. Discussion with Matt Scales, Police Chief, about McMinnville Police Department's services, programs, and initiatives related to DEI
 - b. Exhibit 3 – McMinnville Police Department Powerpoint Presentation

6. DEIAC WORKPLAN/SUBCOMMITTEE UPDATES (Committee Chair Christine Bader) [5:20]
 - a. City Council Work Session Update (now schedule for 9/22, time tbd)
 - b. DEI Resources Subcommittee
 - c. Government Subcommittee
 - d. Community Outreach Subcommittee

7. OTHER BUSINESS (Committee Chair Christine Bader) [5:45]
 - a. Training opportunities (Fair Housing Council of Oregon, GARE/ICMA)
 - b. Ongoing City Council work: ARPA funds, revenue streams, role of DEIAC (Council President Remy Drabkin)
 - i. Exhibit 4 – City Council Core Services/ARPA Powerpoint Presentation
 - c. Any other business

8. ADJOURNMENT [6:00]

Please submit requests for accommodations, including interpretation for people who are deaf or hard of hearing, at least 48 hours before the meeting to:
Kylie Bayer, HR Manager (503) 434-7405.

CITY OF McMinnville
MINUTES OF DIVERSITY, EQUITY & INCLUSION ADVISORY
COMMITTEE Held at Kent Taylor Civic Hall, McMinnville, Oregon

Thursday, July 8, 2021 at 4:30 p.m.

Presiding: Committee Chair Christine Bader

Recording Secretary: Kylie Bayer, Human Resources Manager

Committee Members: Present	Excused Absence
Maged Abo-Hebeish	
Efrain Arredondo	
Christine Bader	
Remy Drabkin, Council President	
Cecilia Flores	
Tiffany Henness	
Tony Lai	
Larry Miller	
Sarah Schwartz	

Also present was Library Director, Jenny Berg.

- 1) **CALL TO ORDER:** Committee Chair Christine Bader called the meeting to order at 4:31 p.m. and welcomed all in attendance.
- 2) **PRIDE MONTH REPORT:** Council President Remy Drabkin shared information from Wine Country PRIDE. Notable highlights include:
 - a) 250 PRIDE flags were distributed
 - b) Shared stories of people feeling safe and welcome in the community
 - c) Rainbow Quest had a significant economic impact
 - d) Representative Bonamici visited for the day to tour downtown businesses and meet with the Wine Country PRIDE Steering Committee
 - e) Bigger and better things are in the works for 2022
- 3) **APPROVAL OF MINUTES:** Maged Abo-Hebeish **MOVED** to approve the June 10, 2021, minutes. Larry Miller **SECONDED**. Motion **PASSED** unanimously.
- 4) **PUBLIC COMMENT:** There were no public comments.
- 5) **DEPARTMENT HEAD PRESENTATION:** Library Director Jenny Berg presented information about the Library's services, programs, and DEI initiatives.
 - a) Maged asked how the make up of library materials are determined. Jenny shared that all staff share in process to recommend and purchase materials. She mentioned there are not specific queer/Latinx/etc. sections and that materials are divided by age audience and some

- genres.
- b) Ceci recommended the Library consider displaying materials with cultural artifacts. Christine suggested a cultural display could link to a month/day tied to a Mayoral proclamation.
 - c) Larry asked about anti-racism training. Jenny shared that some training has been done at the staff-level through the Oregon Library Association with City of McMinnville employee, Marci Jenkins. Jenny acknowledged the need to balance Marci's workload between typical Library duties and DEI training while using her expertise in an appropriate way.
 - d) Tiffany suggested updating the database to include search options for queer authors and other culturally specific groups.
 - e) Tony expressed his appreciation for the home delivery program.
 - f) Maged suggested a Library field trip for the committee and asked if the Library hosts Book Fairs. Jenny shared that the Friends of the Library has a book sale every other month and could possibly increase the frequency with some planning.
 - g) Christine suggested a method for community feedback to come to the Library. Jenny suggested working with other organizations to help facilitate this feedback.
- 6) DEIAC WORKPLAN/ SUBCOMMITTEE UPDATES: Council President Remy Drabkin suggested the committee put together an action plan in a format similar to the exhibits in the packet with short, mid, and long-term time periods
- a) DEI Resources Subcommittee:
 - i) Discussed methods to make McMinnville visually inclusive of multiple cultures.
 - ii) Consider working with Library to discover more history about diverse groups in McMinnville and find places where the community can showcase the history of BIPOC/diverse people in McMinnville.
 - iii) Mac Market BIPOC Business Fair.
 - iv) Larry emphasized the need for committee training.
 - v) Sarah described her email introduction template that committee members can use.
 - vi) Tiffany discussed the City posting DEI information on the City website including historical and inclusive information.
 - b) Government Subcommittee:
 - i) Reviewed the Protocol tool. Offered to help the City by facilitating the process to take workload off of staff.
 - c) Community Outreach Subcommittee:
 - i) Will have more to present at next meeting.
- 7) NEXT STEPS: No action taken.
- 8) ADJOURNMENT: Meeting adjourned at 6:14 pm.

s/s Kylie Bayer
Kylie Bayer, Human Resources Manager
Recorder

CITY OF McMinnville
MINUTES OF DIVERSITY, EQUITY & INCLUSION ADVISORY COMMITTEE
SPECIAL MEETING

Held online via Zoom, McMinnville, Oregon

Thursday, July 27, 2021 at 4:30 p.m.

Presiding: Committee Chair Christine Bader

Recording Secretary: Kylie Bayer, Human Resources Manager

Committee Members: Present

Excused Absence

Maged Abo-Hebeish
Efrain Arredondo
Christine Bader
Remy Drabkin, Council President
Cecilia Flores
Tiffany Henness
Tony Lai
Larry Miller
Sarah Schwartz

- 1) CALL TO ORDER: Committee Chair Christine Bader called the meeting to order at 4:30 p.m. and welcomed all in attendance.
- 2) CONSIDER RECOMMENDATION OF COMMITTEE STATEMENT TO CITY COUNCIL: All committee members agreed to attach their names to the letter. Tony Lai MOVED to recommend the statement be issued to the Mayor. Larry SECONDED. Passed unanimously.
- 3) ADJOURNMENT: Meeting adjourned at 4:10 pm.

s/s Kylie Bayer
Kylie Bayer, Human Resources Manager
Recorder



Policing in 2021

Chief Matt Scales



Core Services of MPD

The Police Department

Administrative

Chief and Support Services

Field Operations Division

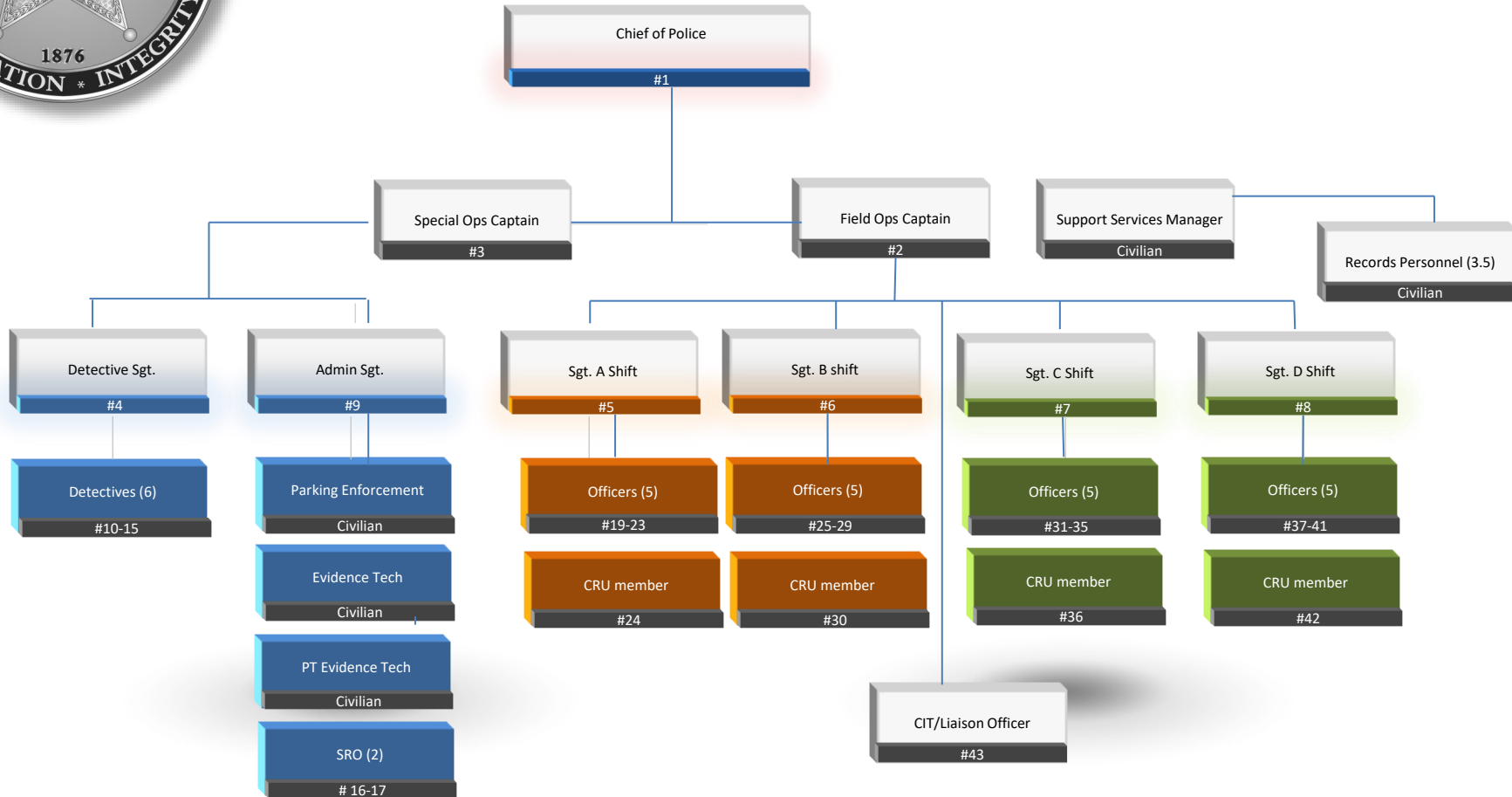
Patrol / Traffic Enforcement

Investigation and Support Division

Detectives and SRO's / Evidence / Parking Enforcement



2021 McMinnville Police Department





Mac PD at a Glance

We service a city of approximately 35,000 residents

We are responsible for covering more than 10 square miles including 147 miles of city streets.

43 Sworn Officers / having added 6 positions over the last few years.

10 FT/PT Non Sworn / Civilian Staff

Accredited for the past 8 years by the Oregon Accreditation Alliance



Impacts from the George Floyd Murder

Police will/have broken from the “blue wall of silence” and condemned bad actions/actors when they are apparent and known. This should not be rush to judgement, but when known, call it out!

Policing has seen legislative reforms, at both a State and Federal level. 6 legislative actions have already occurred in Salem during the most recent short session. The states recently completed long session resulted in even more reform.

1. Arbitration Reform – Disciplinary Matrix
2. Joint Committee on Transparent Police and Use of Force Reform
3. Police Chokehold Ban
4. Duty to Intervene and Report
5. Officer Suspension and Revocation Database – Personnel File Requirements
6. Restrictions on Use of Tear Gas

Community conversations will happen to repair damage caused by a lack of trust in policing.

Public trust must be restored, and progress must be made in improving police culture and accountability.



8 Can't Wait Campaign

1. Ban Chokeholds and Strangleholds

The McMinnville Police Department does not instruct, train, or condone any use of force that restricts blood flow to the brain or inhibits a person's ability to breathe unless deadly force is justified.

2. Require De-escalation of Incidents

The McMinnville Police Department recognizes that many of the incidents we are involved in can be rapidly evolving. Our officers are trained and encouraged to use de-escalation techniques whenever possible and are trained in de-escalation through both classroom and scenario-based training.



Continued

3. Require Warning Before Deadly Force when Possible.

When possible, our officers are required to issue a verbal warning prior to using deadly force.

4. Requires Exhaust all Alternatives before Deadly Force.

In a non-rapidly evolving situation, when containment, control, and communication is possible, officers are taught to slow down and establish a perimeter to safeguard the community.

5. Duty to Intervene

Our officers are required to intercede when witness to unreasonable use of force. They are also required to report misconduct including excessive use of force.



Continued

6. Ban Shooting at Moving Vehicles

Our officers are trained that this is rarely effective and should only be used if there is no other means to avert the threat.

7. Require Use of Force Continuum or Similar

Officers shall use only that amount of force that reasonably appears necessary given the facts and circumstances. Incidents officers encounter are fluid. The use of force continuum was discontinued roughly a decade ago as it was deemed not best practice.

8. Require Comprehensive Reporting

Our officers document and report any use of force to supervisors and are subject to a review of their actions.



Community Policing Efforts

- Mental Health Engagements with Community Outreach Specialists
- Homeless Liaison
- School Resource Officer Program
- Park Ranger Program
- Transfer of Code Compliance from the Police Department to the Planning Department
- Unidos Community Engagement aLERT (a Law Enforcement Relations Team)
- MPD works with NAMI (National Alliance on Mental Illness)
- Threat Assessment Team
- Co-Sponsor Crisis Intervention Training
- De-Escalation Training
- Bias Based Policing Policy Review / Annual Complaint Review / Use of Force Review
- Statistical Transparency of Policing (STOP) Program
- Diversity, Equity and Inclusion Training



MPD



8.10.2021 Joint Council- Budget Committee Meeting

- Core Services Update (10–15 mins)
- Review Resources and City Services Sustainability Survey Results (5 minutes)
- Discussion of Results + Decide which resources to study (35–40 mins)
- Finalize updated draft of Investment Criteria for American Rescue Plan Funds (5 mins)

Core Services Proposed Template

[Department Name] Cores Services Level of Service Evaluation

HIGH PRIORITY SERVICES				
	Below Base Level	Base Level	<u>Mid Level</u>	Optimal Level
MEDIUM HIGH PRIORITY SERVICES				
	Below Base Level	Base Level	<u>Mid Level</u>	Optimal Level
MEDIUM PRIORITY SERVICES				
	Below Base Level	Base Level	<u>Mid Level</u>	Optimal Level
MEDIUM LOW PRIORITY SERVICES				
	Below Base Level	Base Level	<u>Mid Level</u>	Optimal Level

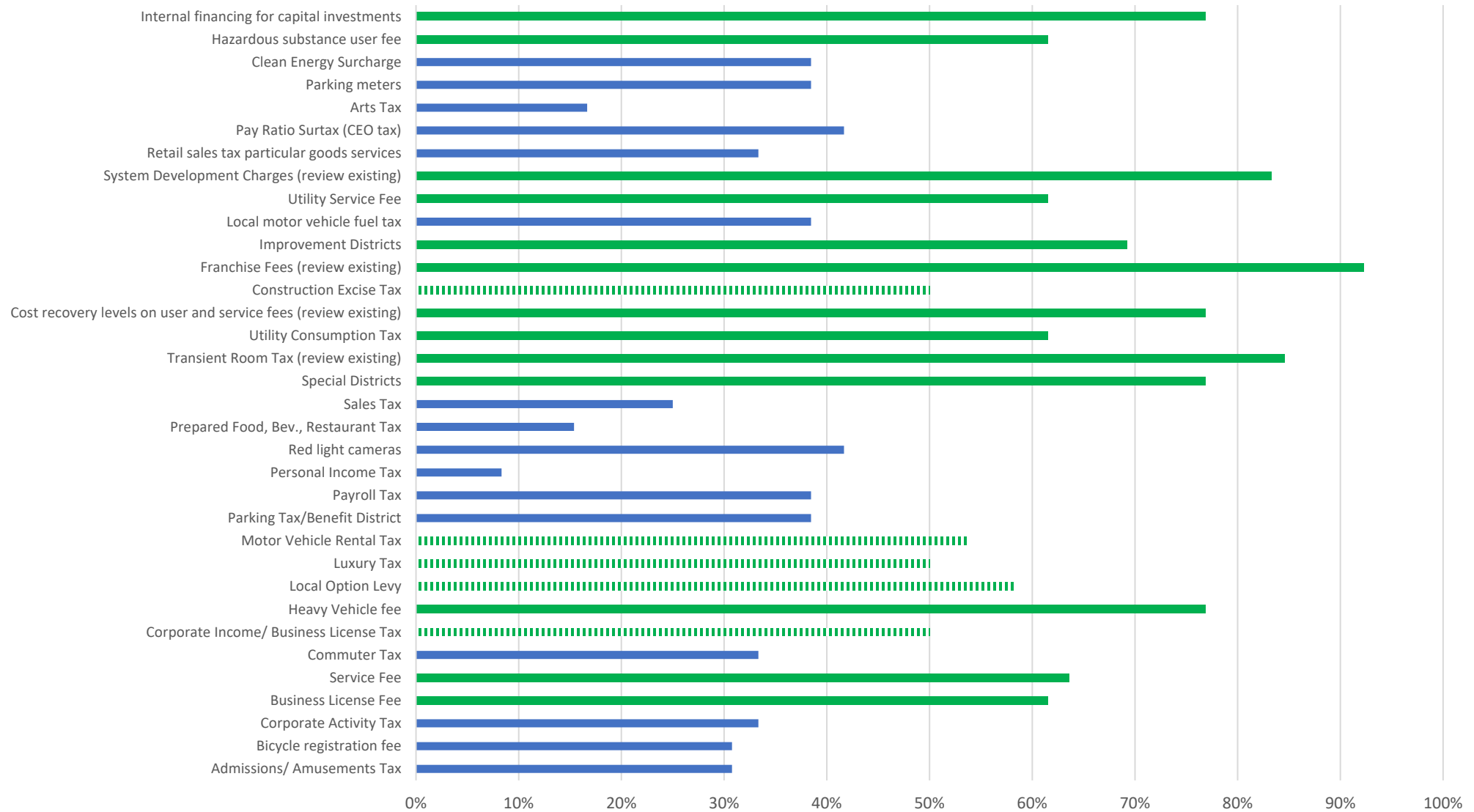
Core Services DRAFT example

Indoor Senior	Senior Center closes due to lack of resources to staff and maintain the building. Some senior programming continues at CC.	Senior Center being minimally maintained and no long term management plans. Basic programming – fitness, art, social services (AARP, support services, support groups, foot care, safe driving, etc...)	Refresh inside, update to universal restrooms, improve fitness room, add sun shades outside Programming is expanded to include more outdoor services	Senior Center and Wortman Park upgraded for safer circulation and adding outdoor spaces (shaded) near building (MacPAC recommendation) with more permanent staffing.
Park Planning	20 year old Master Plan, lack of funding to update, out of date SDC methodology, expired bond, not much programming, lack of marketing for large event rentals (potential revenue)	Very basic new master plan that incorporates new UGB areas but little updating to the location of parks. Update who amenities parks should have. Increase public involvement	New master plan that updates 1999 plan and includes natural gas planning and new UGB areas, CIP and updated SDC methodology. Broad public outreach component.	Award winning master plan with design plans for individual parks, CIP, fully supported and financed through bonds, SDC's and other. Equity Dedicated park planner who can program.

DRAFT

		themselves and not cause more work. Turning away some resources (both		
Rec/Team Sports	Few or no adult/teen leagues/programs. Limited youth programs. Lack of city resources	Youth and adult leagues in major sports. Staff and resources to run safe, effective programs.	Multiple clinics or introductory classes for sports outside of major sports leagues (up-and-coming sports – lacrosse, rugby, cricket, water	Multiple natural and artificial sports fields, indoor and outdoor sport courts, and state of the art facilities that allow for a leagues, classes, clinics, training, drop-in play,

Resource Options Survey - Proportion Responses Support or Strongly Support



Property Tax Related

1. Special Districts
2. Local Option Levy

Others likely to have potential for significant resource generation

1. Utility Consumption Tax
2. Utility Service Fee
3. Service Fee
4. Corporate Income Tax/Business Lic Tax

Other Resource Options with 50% or more interest:

1. Business License Fee
2. Heavy Vehicle Fee
3. Luxury Tax
4. Motor Vehicle Rental Tax
5. Construction Excise Tax
6. Improvement Districts
7. Hazardous Substance User Fee

Review of Existing Revenue Sources

Four existing revenue sources were among those options receiving support:

1. System Development Charges
2. Franchise Fees
3. Cost Recovery for user and service fees
4. Transient Room Tax

Additionally, a tool we have used in the past was noted as worthy of additional research:

Internal Financing for Capital Investments



City of McMinnville

Investment Criteria for American Rescue Plan Funds

The American Rescue Plan (ARP) is a historic relief package offering our community the ability to turn the local economy around from the pandemic, make strategic investments that set us up for a prosperous future and carry out these initiatives with equity at the core of decision making regarding the utilization of these one-time resources. As responsible caretakers of these unique public resources, we will use the following principles when evaluating investment options.

Proposed Principles

Address the existing disparities that were exacerbated by the pandemic.

Helping historically marginalized populations (women, BIPOC¹, and other communities), and those who were disproportionately harmed by the pandemic and the natural disasters of 2020 should drive decision-making.

Make McMinnville more resilient. The pandemic and historic wildfires-climate-related events showed weaknesses in our infrastructure and society that we should work to shore up, leveraging our efforts to create a more environmentally sustainable community and city organization.

Invest in programs where the pandemic has shown us there is a better way. This last year has exposed deficiencies and challenges in many of our basic operations, facilities, city services, programs and ability to communicate effectively with our partners and constituents; addressing these deficits is entirely consistent with McMinnville's value of being courageous as we embrace the future and change that is good for our community.

Act where possible with local and regional partners to collectively maximize the impact of these dollars. Working together to make innovations in providing local safety net services and economic support to local business has been vital over the last year and should continue to be an operational strategy in our investment choices.

Seek investments that are aligned with MacTown 2032's Strategic Priorities and Council goals. Evaluate investment proposals that advance the locally-defined priorities of the community.

These are one-time funds. To the extent possible, investments made should not increase the city's carrying costs. Selective use of a portion of the federal money to bridge what is anticipated to be a near-term budget gap as we endeavor to create a more sustainable financial footprint to support critical city services may make sense.

Public accountability and participation will be key. These funds are game-changing in size and scope, and the public needs to see – and weigh in – on how these dollars will work for them.

The investment timeframe is generous. Investments may be staged over the next several years to maximize impact. The award period covers project obligations made by December 31, 2024 with a final expense date of obligated dollars by December 31, 2026.