

EQUITY STEERING COMMITTEE

City Hall: Community Room

MINUTES

August 22, 2024

- The meeting began at 6:01 p.m.
 - In attendance were Aneesa Turbovsky, Cameron Ruen, Elizabeth Start, Shayna Justus, and Roberto Arreola Moreno.
 - Staff present included Gabriela Santoyo Gutierrez (Equity and Inclusion Coordinator), Dan Harris (Events and Emergency Management Coordinator), and Emma Sagor (City manager).

- The committee gave short introductions and Gabriela provided an update on business items related to presenting an [equity metrics update to council](#), Milwaukie Ledding Library author fall Series, and reminder to complete September Doodle. Gabriela then gave an overview of the agenda for the night.

- The group then transitioned over to Dan to lead them through the [Milwaukie Community Events Fund](#) scoring process.
 - Dan first gave examples of events at Milwaukie including soon to come Milwaukie Fest coming summer 2025, then gave a background overview of the steps that took place to launch the MCEF programs.
 - One ESC members shared feedback of a adding a question that further flushes out the relationship and connection of the organizer to the cultural group. Something along the lines of: “How do you identify with the cultural or marginalized groups that your event or project highlights? If you do not identify, how are you including people who identify with these groups in the decision-making and planning process?”
 - The committee was in favor of adding this questions and will include the revision in the next round of applications.

 - The groups then shared reflections of what worked well. What could be improved?
 - The committee celebrated receiving 8 applications in for our first round!
 - The group shared it’s going to take them a little more time to get into the rhythm of MCEF

- Once ESC members shared it delayed the review process because of having to go back in forth on multiple scoresheets. They asked if it was possible to review materials and score in one document?
 - Dan shared they can look into low-cost services software
 - Emma then recommended connecting with finance about potentially using our procurement system to help facilitate the MCEF review process.
- The committee then transitioned to the MCEF Award distribution discussion.
- The group was asked to consider:
 - How much is being applied to this round?
 - How many events can we support?
 - Where are the events?
 - When are the events?
 - What other funding/support is available?
 - How do these relate to existing/planned city events?
- Dan then went through each application and discussed their total cost of the event vs amount requested, and ranking based on points awarded by the ESC.
 - One ESC member shared greater concern about white-led organizations leading culturally specific events. They referenced their satisfaction with adding the question above for authentic and accountability proposes. This includes considering how their event benefits underserved communities.
 - The groups then mentioned examples of applicant submission whose cultural benefits and goals were not clear.
 - Additional comments were shared about which events engaged in community learning and connection should receive the most funding.
 - They also took into consideration which applicants provided detailed budget proposals.
 - Dan reminded the groups they have \$8,000 total both rounds and asked the groups to consider awarding half this round about \$4,000.
- After additional discussion the group decided to award the top two scored events their full amounts requested: the Spoke & Word Author Series and Vida Latin Bistro's Dia de los Muertos!
- This leaves \$4,660 to award for our second round in February.
- Additional feedback the groups shared was offering applicants the option to submit their application in a video format or in-person/presentation to the groups.

- How will/did ESC share this grant with their networks?
 - Some members responded mainly through word of mouth and social media. They asked for a one page- graphic or flyer to help with sharing with networks.
 - Dan and Gabriela agreed to partner with our communications manager to create something for the next round.

- For next steps:
 - Dan will contact applicants to share the ESC's decisions and to coordinate payments.
 - Dan/Gabriela will update application to include any changes.
 - Dan will provide updates to ESC later this year on the progress of the funded events.
 - City will publicize January 31 application deadline beginning in winter 2024

Adjourn (7:50p.m.)