



Agenda/Notes  
**Office of Governor Kotek — Economic Opportunity Committee (RJC)**  
**4/23/2024 – Zoom**  
**2:30-4:00 p.m.**

**CHAIR**

	Governor Tina Kotek
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**CO-CHAIRS**

x	Jan Mason (co-chair)
x	James Alan Parker

**MEMBERS**

x	Marcus C Mundy	x	McKenzie Worthington		
x	Jesse Hyatt	x	Anthony Veliz		
x	Marin Arreola				

**OTHER ATTENDEES**

x	Andre Bealer				
x	Javier Cervantes				
x	Susana Sandoval				

Topic/Lead	Notes/Main Points	Decisions/Action Items
Welcome and Introductions	<ul style="list-style-type: none"><li>• <b>Welcome</b></li><li>• <b>Introductions:</b> Name, pronouns, organization</li><li>• <b>We have not met in a while, starting a new series.</b></li></ul>	
Establishing the reset, committee role, and goal setting.	<ul style="list-style-type: none"><li>• <b>New Structure and Goals:</b><ul style="list-style-type: none"><li>○ The purpose of the meeting is to reset our direction and discuss how we move forward.</li><li>○ We need to be intentional about our goals and priorities.</li><li>○ The committee operating guidance ensures consistent engagement and protocols.</li></ul></li><li>• <b>Budget Process and Subcommittee:</b><ul style="list-style-type: none"><li>○ Utilize committees for the budget process.</li><li>○ Form a budget engagement subcommittee to review agency legislative items, policies, and racial impact statements.</li></ul></li></ul>	<ul style="list-style-type: none"><li>• <b>Ground Rules:</b><ul style="list-style-type: none"><li>○ Consider adding ground rules on how committee members should conduct themselves during meetings.</li></ul></li></ul>

- Help agencies self-assess and avoid unintended harmful consequences.
- Prioritize 6 agencies aligned with the governor's priorities.
- Consider involving at least 2 representatives from each committee.
- Explore collaboration with advocacy directors.
- **Legislation and RJC Work:**
  - Align RJC work with legislative timing.
  - Identify opportunities for executive orders or bill attachments.
  - Engage advocacy directors to ensure relevance.
  - Tie RJC work to legislative agendas.
- **External Engagement and Racial Disparity Impact:**
  - Agencies should seek feedback during budget development.
  - RJC members' involvement is mandated by statute.
  - Create racial disparity impact statements.
  - Evaluate policies through a DEI lens.
  - Address disparities based on study outcomes.
- **EOC's Role:**
  - Consider EOC driving measurable outcomes based on the disparity study.
- **Continuing Work in Off Months:**
  - The goal is to find ways to continue work during off months.
  - The RJ team will provide support.
- **Importance of Subgroups:**
  - Subgroups play a critical role in moving forward.
- **Addressing Challenges:**
  - Some individuals prefer to focus on specific topics rather than covering everything.
  - Lack of knowledge can lead to frustration, but short-term engagement has worked well.
  - Clear communication with defined beginnings and endings helps participants prepare.
- **Resource Constraints and Long-Term Planning:**
  - Resources become narrower when discussing long-term initiatives.
  - Underrepresented groups bear the brunt of limited resources.
  - Consider the horizon, including legal
- **Topic for Next Meeting:**
  - Discuss guidance for co-chairs and committee members.
  - Clarify expectations for members, time commitments, and activities both inside and outside meetings.

	<p>strategies and challenges related to race-based policies.</p> <ul style="list-style-type: none"> <li>• <b>Positioning and Influence:</b> <ul style="list-style-type: none"> <li>○ Understand where the committee fits in the hierarchy.</li> <li>○ Leverage advocacy strength and maximize influence.</li> <li>○ Reflect on the committee’s position in previous administrations.</li> </ul> </li> <li>• <b>Governor’s Support and Priorities:</b> <ul style="list-style-type: none"> <li>○ The Governor fully supports the RJC and committees.</li> <li>○ Priorities need alignment and utilization of the platform.</li> <li>○ Resetting intentions requires focused efforts.</li> <li>○ Partner with other committees to share the burden.</li> </ul> </li> <li>• <b>Co-Chair Adjustments and Access:</b> <ul style="list-style-type: none"> <li>○ Both co-chairs will serve on the RJC.</li> <li>○ Co-chairs will have access to the Governor.</li> <li>○ Increasing profiles and voices at the table is a priority.</li> <li>○ RJC’s impact is recognized and valued.</li> </ul> </li> </ul>	
Committee membership discussion	<ul style="list-style-type: none"> <li>• <b>Committee Membership:</b> <ul style="list-style-type: none"> <li>○ Question: How many people have replied for this committee?</li> <li>○ Reviewed a spreadsheet with responses categorized as “yes,” “no,” or “no replies.”</li> <li>○ Members identified outdated emails and recommended new recruits.</li> </ul> </li> <li>• <b>Committee Size and Recruitment:</b> <ul style="list-style-type: none"> <li>○ The committee size can vary, ranging from as small as 8 members to a larger group.</li> <li>○ Recruitment will occur throughout the year.</li> </ul> </li> <li>• <b>Desired Characteristics for New Members:</b> <ul style="list-style-type: none"> <li>○ Geographic diversity is essential.</li> <li>○ Recognize that smaller communities are already burdened with responsibilities.</li> <li>○ Encourage introductions from existing members, especially from different cultural or racial backgrounds (e.g., Pendleton, Klamath, rural areas).</li> </ul> </li> <li>• <b>External Outreach in May:</b> <ul style="list-style-type: none"> <li>○ Shift focus from internal to external outreach this month.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>In-Person Recruitment at Marketplace:</b> <ul style="list-style-type: none"> <li>○ Consider in-person recruitment efforts at the Marketplace.</li> <li>○ Even without a booth, engage with outgoing and interested individuals.</li> </ul> </li> </ul>

<p>COBID and on-going conversation for input</p>	<ul style="list-style-type: none"> <li>• <b>COBID Certification and Hiring:</b> <ul style="list-style-type: none"> <li>○ The organization is pursuing COBID certification.</li> <li>○ There are plans to hire a new potential employee.</li> </ul> </li> <li>• <b>Advisory Board for Equitable Loan Applications:</b> <ul style="list-style-type: none"> <li>○ An advisory board will be formed.</li> <li>○ The goal is to engage more diverse firms in Oregon.</li> <li>○ The focus is on making loan applications more equitable.</li> </ul> </li> <li>• <b>Addressing Challenges:</b> <ul style="list-style-type: none"> <li>○ The organization is actively addressing various issues.</li> </ul> </li> </ul>	
<p>Expectation of priorities and agency implementation practices</p>	<ul style="list-style-type: none"> <li>• <b>Purpose and Charter:</b> <ul style="list-style-type: none"> <li>○ The committee should position itself and set the stage.</li> <li>○ Other committees have been intentional about creating their charters.</li> <li>○ The question is whether this committee wants to work on its charter.</li> </ul> </li> <li>• <b>Does a Charter Define Work?</b> <ul style="list-style-type: none"> <li>○ The Education Committee finds that having a charter is helpful.</li> <li>○ It doesn't need to be word-for-word but serves as a guide.</li> </ul> </li> <li>• <b>Interest in the Education Committee's Output:</b> <ul style="list-style-type: none"> <li>○ The Education Committee's output is appreciated.</li> <li>○ Is there an existing charter for the Education Committee?</li> </ul> </li> <li>• <b>Operating with a Charter:</b> <ul style="list-style-type: none"> <li>○ The RJC could share a charter outlining ongoing work, completed tasks, and goals.</li> <li>○ The charter would also aid in onboarding new members.</li> </ul> </li> <li>• <b>Implementation and Cost:</b> <ul style="list-style-type: none"> <li>○ Implementation doesn't necessarily require additional funding.</li> <li>○ It can serve as another voice or watchdog.</li> <li>○ Working with other committees is an area where the Governor is interested in listening.</li> <li>○ Consider what's working well,</li> </ul> </li> </ul>	

	<p>such as Future Ready or Opportunity Grants.</p> <ul style="list-style-type: none"> <li>• <b>Governor’s Power and Tangible Outcomes:</b> <ul style="list-style-type: none"> <li>○ Beyond being heard, focus on tangible outcomes.</li> <li>○ Policy changes matter.</li> <li>○ The Oregon Advocacy Committee is currently undergoing changes.</li> <li>○ The Governor specifically asked what the RJC would like her to do—whether it’s policy, letters, or public statements.</li> </ul> </li> <li>• <b>Priorities and Articulating Success:</b> <ul style="list-style-type: none"> <li>○ Encourage the full RJC to hone in on specific priorities.</li> <li>○ Knowing the Governor’s priorities will lead to better outcomes.</li> <li>○ Regardless of economic conditions, the RJC’s work is ongoing.</li> <li>○ Articulating success stories and tracking priorities create a true narrative of the Governor’s office.</li> </ul> </li> </ul>	
Introducing bills and the possibility of that happening next session	<ul style="list-style-type: none"> <li>• <b>RJC Procurement Policy Proposals Tracker:</b> <ul style="list-style-type: none"> <li>○ The spreadsheet contains 30 priorities related to budget, policy, and technical matters.</li> <li>○ Tracking progress and articulating outcomes is essential.</li> <li>○ Some recommendations were addressed, while others remain pending.</li> </ul> </li> <li>• <b>Recommendations and Unaddressed Items:</b> <ul style="list-style-type: none"> <li>○ James asks what recommendations the RJC can provide.</li> <li>○ Consider revisiting items that weren’t moved forward.</li> </ul> </li> <li>• <b>Workforce and Employment Reform:</b> <ul style="list-style-type: none"> <li>○ Marin highlights workforce reform with the Employment Department.</li> <li>○ Continuous improvement programs involve assessing the current system.</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ The RJC has been asked to participate in workforce-related discussions.</li> <li>○ The Economic Opportunity Committee's subcommittee on Workforce is crucial, especially for vulnerable communities.</li> </ul>	
Governor's Marketplace update	<ul style="list-style-type: none"> <li>• <b>Governor Marketplaces:</b> <ul style="list-style-type: none"> <li>○ These are full-day events held in 8 locations across the state.</li> <li>○ The Salem event on June 5th is expected to be remarkable.</li> <li>○ The marketplaces cover various categories and involve participating agencies.</li> </ul> </li> <li>• <b>Community Resource Booth:</b> <ul style="list-style-type: none"> <li>○ A significant change is the inclusion of a community resource booth.</li> <li>○ This booth provides technical assistance.</li> <li>○ Previously, it didn't receive much traffic, but now it's positioned more centrally, making it accessible to attendees before reaching the agencies.</li> </ul> </li> <li>• <b>Stipends for Nonprofits:</b> <ul style="list-style-type: none"> <li>○ Nonprofits attending the event will receive a \$500 stipend.</li> <li>○ Additional funds are being allocated to support these organizations.</li> </ul> </li> <li>• <b>Highlighting RJC Achievements:</b> <ul style="list-style-type: none"> <li>○ Emphasized the opportunity to showcase the RJC's accomplishments and successes.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Planning Committee and Speaking Panel:</b> <ul style="list-style-type: none"> <li>○ The planning committee, including the RJC, discussed the possibility of having a speaking panel.</li> <li>○ The first event had a truncated timetable, but the second one in Portland (end of Q3 or beginning of Q4) could accommodate a panel.</li> </ul> </li> </ul>
Discussing previous successes like Future Ready, Technical Assistance	<ul style="list-style-type: none"> <li>• <b>Future Ready and Technical Assistance Success:</b> <ul style="list-style-type: none"> <li>○ Several policy fixes have been implemented.</li> <li>○ These relate to contract opportunities for underrepresented businesses and technical improvements.</li> <li>○ Limits for no-bid contracts have been raised.</li> <li>○ Successes have been observed, and there's a desire to align these with longer-term strategies.</li> </ul> </li> <li>• <b>Committee's Role:</b> <ul style="list-style-type: none"> <li>○ The committee can help strategize and identify tactics that align with the overall vision.</li> <li>○ Policy and budget recommendations are powerful tools.</li> <li>○ Members can contribute to longer-term strategies.</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>Marin's Role as Co-Chair:</b> <ul style="list-style-type: none"> <li>○ Marin served as the co-chair for Future Ready.</li> </ul> </li> <li>• <b>Oregon Business Commission and Priorities:</b> <ul style="list-style-type: none"> <li>○ Conversations with Vince Porter are ongoing.</li> <li>○ The focus is on addressing priorities for the next session.</li> <li>○ The passage of the Tech Systems program and economic equity grant is noteworthy.</li> <li>○ Prioritizing businesses in need remains crucial.</li> </ul> </li> <li>• <b>Upcoming Challenges:</b> <ul style="list-style-type: none"> <li>○ The revenue forecast in May will inform decisions.</li> <li>○ Limited resources require careful consideration of priorities.</li> <li>○ The budget is more challenging than in the past.</li> </ul> </li> </ul>	
Adjourn  Next Meeting June 18, 2:30 PM	<ul style="list-style-type: none"> <li>• <b>This meeting time worked for most.</b></li> <li>• <b>Adjourned at 4pm</b></li> </ul>	

Materials	<ul style="list-style-type: none"> <li>• <b>RJC Committee Operating Guidelines</b></li> <li>• <b>Economic Opportunity Jam Board</b></li> </ul>	
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