

## TRANSIT EQUITY ADVISORY COMMITTEE MEETING NOTES 5-19-16

### Committee members in attendance

Scotty Ellis

Roberta Hunte (Co-chair)

Hannah Kelley

Dylan Kenney

Anneliese Koehler

Julia Metz

Nicole Phillips

Holly Sullins

Tiffany Thompson

### Staff in attendance

John Gardner, Diversity & Transit Equity

Jake Warr, Diversity & Transit Equity

### Guests in attendance

Two Portland State University students (did not put names on sign in sheet)

### **Portland mayoral visit debrief**

- Committee members felt it was valuable
- Discussed the idea of inviting other leaders to TEAC. Some ideas:
  - Governor's transportation policy advisor
  - Other TM board members
  - Local leaders in cases of service expansion to their areas
- Conversation shifted to discussion of opening on TriMet board
  - TEAC will generate some ideas of people to reach out to
  - Jake and John will find out more about appointment process/status

### **Fare enforcement listening sessions: refining questions**

- The committee reviewed latest draft of questions and gave feedback as to missing pieces, ways to rephrase things.
- Suggested putting personal ?'s closer to end so that facilitator can build rapport with participants
- Should provide info to participants beforehand to make sure they are comfortable answering ?'s about fare payment
- Make sure to inform participants of how this fits into overall process TriMet is undertaking
- Translation needs: should have meeting with translators beforehand to make sure meaning is understood
- Add a question making room for additional info that wasn't asked/missing pieces

## **Public Comment**

The two visiting Portland State students are working on a project aiming to spread awareness that not all disabilities are visible, and advocating for signage to this effect on TriMet vehicles in the priority seating areas. They had already attended the CAT meeting the night before, and Jake provided contact info for an appropriate TriMet staff member.

## **Subcommittees**

- The committee divided into subcommittees to discuss needs to begin work and develop an initial plan of action
  - Equity Lens (Julia only member in attendance)
    - Need more examples from other places
    - Need better idea of what the overall goal is and the baseline from where TriMet is starting
  - Fare Enforcement (Anneliese, Nicole, Holly)
    - Members would like to attend listening session
    - Asked to see “raw data” from listening sessions to develop recommendations
    - Suggested having homeless riders represented in listening sessions
    - Important to have cross-exchange with equity lens subcommittee
  - Low-income Fare (Anneliese, Nicole, Holly)
    - Need to see report/elements of research before beginning work
  - Hiring/Contracting (Roberta, Scotty, Tiffany)
    - Summary provided by subcommittee:

## **Needs**

1. Understand and create goal of subcommittee
2. Understand and establish scope of subcommittee
  - a. Focusing only on internal practices?
  - b. Also focusing on TriMet’s role in the region to advance equity within hiring and procurement?
3. Meet with someone from HR and Procurement to discuss equity work
  - a. Are equity goals established for hiring?
  - b. What are the MWESB goals?
  - c. Do the procurement staff members equate MWESB with workforce diversity?
  - d. What are the current equity practices within both HR and procurement?
  - e. What are the challenges/barriers they are facing to advance equity work?
  - f. Gauge willingness to partner with TEAC to advance equity work within the agency
4. Meet with others to get outside perspective of TriMet’s hiring practices and to see what they would like improved
  - a. Example: Union representative and bus drivers
5. Baseline data to assess current state of equity in hiring and procurement

- a. Affirmative Action report? Racial and gender breakdown of hiring by level of employment (e.g. front-line staff, middle management, management)
  - b. Information on career advancement or duration of employment for staff of color
  - c. Procurement/contracting diversity report
6. Ability to present hiring and contracting information to the larger TEAC group to keep them updated
  - a. Work with Jake to get on the TEAC agendas

### **Next Steps**

1. Meet with John prior to June TEAC meeting to:
  - a. Discuss and establish goal of subcommittee.
  - b. Discuss and establish goal of subcommittee.
  - c. Discuss approach to identify equity issues to focus on.
  - d. Discuss approach on how to work with hiring and procurement offices.
2. John and Jake send subcommittee baseline equity data related to hiring and procurement (see needs section above).