

**Portland Children's Levy**  
**Allocation Committee Meeting Minutes**  
**June 14, 2022, 3:00 p.m.**  
**Location: Virtual Meeting via Zoom**

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*The full record of the meeting may be viewed on the Portland Children's Investment Fund website: [www.portlandchildrenslevy.org](http://www.portlandchildrenslevy.org) or YouTube at: <https://www.youtube.com/watch?v=pu0o5wp238E>*

*For further detail, all are invited to reference the meeting video on YouTube, linked above.*

*All presentation slides are appended to these minutes.*

**Attending:** Mitch Hornecker, Jessica Vega Pederson, Traci Rossi, Felicia Tripp, Dan Ryan (Chair).

**Welcome/introduction of Allocation Committee and Children's Levy staff**

**Minutes of March 15, 2022, meeting – approved without revision**

Public Comment on non-agenda items - none

Grantee Partner Reflections

Staff from grantee partners joined the meeting to provide reflections on service delivery in the early childhood program area.

**Megan Glines** Foster Care Transitions Services Director and **Stephanie Teters** College Program Coordinator from **New Avenues for Youth** presented.

**Sarah Kopplin** and **Evan Bailey** Permanency Specialist from Boys and Girls Aid presented

**Tamara Poe** from **Impact Northwest** Safe and Together Program presented

**Jennifer McGowan** and **Chris Shank** from **Youth, Rights and Justice** presented.

Community Council Update

Staff provided an overview of the Community Council formation process to date and asks the Allocation Committee to vote on the proposed changes to the conflict-of-interest policy. *Details of presentation in slides appended to these minutes.*

**Proposal** – to exclude board members of current grantee organizations from serving on the Community Council. **Approved unanimously.**

**Proposal** – to allow employees of large public agencies that receive Portland Children's Levy funds to serve on the Community Council so long as they do not work in programs funded by the Levy. **Approved by majority vote.**

***Vote on above***

In favor: Vega Pederson, Rossi, Ryan, Tripp

Opposed: Hornecker

Staff proposed 8 applicants to be approved as members of the Community Council

Names of recommended applicant group:

**Maranda Bish-Brown**

**Karina Bjork**

**Alejandra Favela**

**Kamla Hurst**

**Diana Lee**

**Stephen Pham**

**Amy Ramos**

**LaNae Williams**

**Recommended applicants approved unanimously.**

Staff proposed additional recruitment to fill the remaining 3 to 5 seats on the Community Council.

**Approved unanimously.**

End of State of Emergency

Staff presented the following information to the Committee:

When PCL grants were approved and grant agreements negotiated in 2020, the pandemic was just beginning, and programs were adapting daily to changing emergency conditions. To meet these challenges, we included a provision in all 2020 grant agreements that modified the grant scope of work while the state of emergency has been in effect. This provision allowed flexibility in modifying types of services provided, service level, and other goals during the state of emergency.

The Governor ended the pandemic state of emergency in Oregon on April 1, 2022. In early May, PCL notified grantees that scope of work modifications would no longer apply as of the start of the next fiscal year on July 1, 2022.

As staff has reported over the last two years, some programs were able to meet grant agreement goals during the pandemic, and others were not, often for reasons out of their control. Grantees have continued to struggle with fully staffing programs despite the end of the state of emergency. With these issues in mind, PCL staff has been meeting with all grantees to understand whether grantees expect to meet service goals in the next fiscal year which is the final year of 3-year large grants. Staff has met with the majority of grantees and has summarized grantee plans and projections for the next fiscal year by program area.

- **After School:** Many grantees that provide summer services will need to modify goals (types and location of activities, number of youths served and service level) due to ongoing COVID restrictions and rules at some facilities and conflicts with summer school classes run by school districts at school sites. Many grantee programs that typically use school buildings in summer will not have access to them for summer 2022. PCL staff is working with affected grantees to amend service goals for summer programming.
- **Child Abuse Prevention/Intervention:** Most grantees in this program area were able to meet service goals during the pandemic and expect to continue to do so in the next fiscal year. One grantee, Volunteers of America, Gateway Child Care was closed in the first year of the pandemic and opened for in-person services on a very limited basis this fiscal year. As a result, the grantee is will not meet service goals this year. At this point, it's unclear whether there will be a need for in-person childcare for clients in the next fiscal year. PCL staff will next check-in with the grantee in mid-July and update the AC once plans are clear.
- **Foster Care:** Most grantees expect to continue trying to meet service goals in the next fiscal year. Some foster care programs, particularly programs newly funded in 2020, struggle to get referrals from state child welfare and that has affected their ability to meet service goals. The Contingent's Know Me Now program has elected to discontinue its PCL grant. The program was newly funded by PCL in 2020 and provided visitation with incarcerated or recently reentered birth parents. The grantee concluded that there was not enough demand for program services to warrant continuation.
- **Early Childhood:** Most grantees were able to meet service goals during the pandemic and expect to continue to do so in the next fiscal year. Mt. Hood Community College Head Start received additional funding in 2020 to open a new preschool classroom for Somali children. Opening was delayed a year due to the pandemic, and enrollment has not been on track to meet service goals this year. PCL staff is continuing to work with the grantee on plans for next fiscal year and will provide the Committee with updated information soon.
- **Mentoring:** Most grantees were able to meet service goals during the pandemic and expect to continue to do so in the next fiscal year.
- **Hunger Relief:** Most grantees were able to meet most service goals during the pandemic and expect to continue to do so in the next fiscal year. It is still unclear whether grantees providing pantry services will be able report data on unduplicated people served as they did before the pandemic. During the pandemic, grantees have prioritized low-barrier access to food and stopped asking pantry users to provide information on the people in their household, including race/ethnicity. It's unclear whether grantees will begin collecting this data on pantry users during the next fiscal year. Staff will update the AC after meeting with the Oregon Food Bank.

#### PCL Staffing Update

PCL staff introduced the new **Communications and Outreach Director, Yuxing Zheng**.

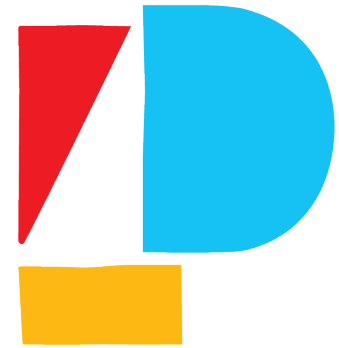
PCL is currently interviewing candidates for Community Outreach Coordinator. We hope to have that position filled in July.

**Next meeting is October 18, 2022. Location is TBD.**

Adjourned 4:40 pm.



# portland children's levy



**Community Council Process  
and Recommendations  
June 14, 2022**

# OVERVIEW

- Outreach
- Application
- Review by Ad-hoc Workgroup
- Recommendations/Decisions
  - Conflict of Interest policy
  - Group recommended for Council
  - Additional process to fill rest of seats

# Community Council Qualifications and Representation: 11 – 13 seats total

- Professional, lived, and/or volunteer experience in marginalized communities served by PCL
- Knowledge/experience in PCL program areas, related sectors
- Commitment to city values of collaboration, equity, anti-racism
- Specific member seats: 3 for East Portland; 2 for North Portland; 3 with small organization experience; 1 with grantmaking experience
- Must live, work, and/or attend school in Portland
- No Conflict of Interest with current grantees

# Outreach/Info Sessions

- Outreach via PCL database, social media, Feb-April
  - 4 messages to PCL MailChimp distribution list (700+ contacts); 4x posted on PCL Social Media channels
- Focused outreach
- 3 info sessions, each one-hour
  - Overview of PCL
  - Role of new Community Council
  - Application questions and process



# Application Process

- City's Advisory Board program, Office of Civic Life
- Online application; open Feb 18 – May 2
- 20+ questions
  - Relevant skills/experience to help Council meet mission
  - Reasons for interest
  - Experience in diverse and/or public groups
  - Ability to listen, consider other perspectives
  - Experience, commitment to equitable outcomes
  - *Experience with PCL priority communities; small organizations; grantmaking*

# Review Process

**Ad-hoc Workgroup:** 3 community partners + 2 PCL staff

## **Application Review Criteria:**

- Understanding of PCL & Community Council
- Interest in Council
- Commitment to collaboration
- Commitment to equity, anti-Racism
- Experience in related sectors
- Grantmaking experience
- Small organizations experience
- Experience with specific communities

# Conflict of Interest policy: Issues

## **Current Policy adopted by AC for Community Council**

- Not currently employed, or past 2 years, grantee org
- No immediate family currently employed at org

## **Recommended Amendments to policy**

- Disallow: Board members of current PCL grantee orgs
- Allow: Employees of large public agency with PCL grant, but not working in PCL-funded services/program

# Applicant Pool & Group recommended

## 19 total applicants

- 4 attended info session
- 7 heard about via City website; 3 word of mouth; 2 PCL news; 2 LinkedIn; 3 other sources
- 13 have master's degree or higher
- 2 do not live, work, or attend school in Portland

## 8 recommended for Council

- Balance of applicants with types of experience, skill, and Council representation goals
- Demonstrated professional and lived experience in multiple communities and/or relevant sectors, or have unique experience in community and/or sectors
- Mix of educational backgrounds

# Applicant Group recommended

- Maranda Bish-Brown
- Karina Bjork
- Alejandra Favela
- Kamla Hurst
- Diana Lee
- Stephen Pham
- Amy Ramos
- LaNae Williams

# Recommend 2<sup>nd</sup> Recruitment

## Gaps

- Experience in After School, Foster Care
- Experience working with LGBTQIA2S+ youth
- 2 seats for North Portland, 1 for East

## Recommend 2<sup>nd</sup>, focused outreach to fill all seats

- Additional info sessions (follow up with those attended but didn't apply)
- Same application questions/review criteria but focused outreach led by the Community Engagement Coordinator
- Same ad-hoc review committee

# Next Steps

- Complete hiring process for Community Engagement Coordinator
- Welcome/connect with proposed Council members to start relationship building
- Plan for next round of outreach and application process