

Williams & Russell Project Working Group Meeting Minutes Wednesday September 2, 2020, 5:30 - 7:30 pm

Meeting desired outcomes:

The purpose of the meeting is to provide updates on the Williams and Russell project, share information with other African American groups within the community and create a better understanding of the community led development of the property.

- Update on Guiding Principles/CBA Subcommittee
- Environmental Study Follow Up
- Conversation on Ownership

Meeting Minutes: On September 2, 2020, **Dr. Steven Holt** opened the Project Working Group (PWG) public meeting via Zoom and the following is a brief outline of what was discussed.

- 1. Co-Chair Updates: Bryson Davis** provided an update on the Request for Proposals (RFP) subcommittee who has started to hold meetings and are working on the details of the solicitation. The Ownership subcommittee recommendations will be considered at an upcoming PWG meeting for action/vote regarding the recommendations. Bryson asked the team to read through the recommendations that were emailed to the group for the next meeting's discussion. The PWG inquired about the members of the RFP subcommittee – that subcommittee includes Michael Alexander, Bryson Davis, Walter Robinson, and Stephen Green. **Michael Alexander** shared the memo should address many of the questions that the PWG may have regarding the recommendation.

Lakeitha Elliott shared there were no specific updates related to community engagement and brought up the Memorandum of Understanding with Legacy Health and City partners which expires at the end of September 30. She expressed frustration with the meeting notification and project management support from Prosper Portland to the PWG as well as hearing in the community regarding a sexual harassment complaint within the PWG, and this is impacting the PWG's ability to be accountable to and transparent with the community. **Charles Wilhoite** expressed Legacy Health remains committed and supports the PWG decisions and an extension. **Lisa Abuaf** affirmed Prosper Portland's ongoing support and funding for the PWG work as well. **Mustafa Washington** shared the Mayor's ongoing support for the PWG as well. Dr. Holt inquired what needed to happen to establish a date for the extension. Bryson reminded the group there is funding via the Meyer Memorial Grant to extend the PWG timeline as well. **Chabre Vickers** asked for a distinct commitment from Prosper that work from here forward gets the PWG across the finish line during this extension time and encouraged the use of subcommittees to get the work done.

Tony Hopson reaffirmed the importance of meeting minutes to capture discussions and dates/times of decisions and asked Prosper Portland to make sure that meeting minutes get completed. **Nancy Wilson** and **Lisa Abuaf** agreed with the importance of the meeting minutes and acknowledged that these are past due to the PWG. Michael reflected that it's one thing to be late and another to be absent and Prosper has to be intentional about resourcing this appropriately. Lakeitha reflected on the impact to trust with Prosper Portland because of this. **Walter Robinson** asked about the ability for subcommittees to also keep meeting notes to be sent out to the PWG.

Mjayi Mernahkem shared with the group that he is working with IT to compress the meeting video files to add them to the website. Bryson asked Mjayi if the PWG Zoom videos could be posted to YouTube for the public to access, and Mjayi said he would look into it. **James Faison** suggested that the PWG compare their plan and timeline to Prosper's to make sure they are on the same page regarding expectations and goals for the project. Charles reiterated that this is a long process and it is always challenging and encouraged the group to stay focused on what the PWG is trying to accomplish and moving forward.

2. Guiding Principles/Community Benefits Agreement Subcommittee Update:

Justice Rajee shared that the subcommittee is attempting to meet but are having a hard time finding a date that works for most. He is continuing to work for find a date. Lakeitha and **Joy Alise Davis** indicated that a Doodle poll would be helpful to schedule the meeting as well as a scoping conversation to decide what they are hoping to gain and learn from a consultant. Joy Alise proposed to meet with the subcommittee first to establish goals and then meet with Jahmese Myres, a Community Benefits Agreement (CBA) expert who consulted on the Broadway Corridor process. Joy Alise discussed Jahmese's work with the Broadway Corridor Steering Committee and walking the committee through the CBA process and what a document like a CBA can achieve in ensuring that benefits are achieved.

Lisa shared some professional background information on Jahmese, including her lead role in facilitating the Oakland CBA as well as her work on Broadway Corridor regarding CBAs and facilitating the Steering Committee, Joy Alise reiterated the importance of a Community Benefit Agreements and the need to do this correctly for the PWG. Bryson agreed that the scoping meeting would be helpful. James also noted the importance of CBAs and understanding CBAs as an important element prior to the RFP.

Lisa inquired about the subcommittee's role in developing guiding principles or values for the RFP. She shared that Prosper had compiled themes from past PWG meetings and

discussions regarding project values and Prosper would share this by the end of the week with the PWG. Lakeitha and Joy Alise discussed the importance of diving deeper into the definition of some of those principles, such as wealth creation. Justice agreed to forward them to the PWG during the meeting.

- 3. Environmental Phase 2 Update: Jill Betts**, environmental consultant share that the final survey results did not indicate any evidence of underground storage tanks or backfilled pits on the property. They did identify old sewer pipes, old building foundations and flat reflectors. She presented a PowerPoint slide of the Phase 2 results. The next step would be to do a combined investigation and to collect samples. She offered to provide a scope, cost proposal, and timeline for the PWG's consideration. PWG asked questions about the report. The next steps will be to work with Geotech engineers to figure out where to put the test pits to get a better idea of the soil contamination.
- 4. Ownership Subcommittee Update:** Bryson encouraged the PWG to review the memo issued by the Ownership subcommittee regarding ownership structure options and recommendations as an important area for the group to focus on.

Mjayi summarized to the group that the PWG started with 21 people at its inception and the numbers have reduced over the last 2 years to about 17 members, 3 of whom are non-voting. With the ownership recommendation of forming a new nonprofit, the PWG would need to discuss the nonprofit structure and, if they agree, select initial board members. Bryson indicated the board would consist of 3-7 people. The PWG would hand off the project to the nonprofit board once its formed. **Jillian Saurage** asked for clarity if the PWG members would comprise the board of the new nonprofit or if it would be completely new community members that have not been a part of the two-year process. She also inquired about any liability concerns with the new board. Lakeitha requested a clear written out timeline of what moving forward would look like and the length of that commitment. Joy Alise asked a question regarding the impacts of transfer of ownership to the CBA negotiations.

- 5. PWG Discussion:** Dr Holt asked the PWG if they want to continue to meet twice a month and if they preferred to meet in the evenings or afternoon. He noted the next meeting is scheduled for September 16th. Bryson supported meeting every 2 weeks; Lakeitha opened up the discussion to the group and indicated she preferred evening meetings. Various PWG members discussed the upcoming meeting schedule and agreed to keep the meetings on Wednesdays, with every other meeting switching between an evening and afternoon hour. Joy Alise also discussed the opportunity to use break out rooms during the meetings.

Dr. Holt opened the discussion up for public comment, and no public comment was provided. The meeting concluded at 7:25 p.m.

PWG - Meeting Attendance Record

	Name	Representing	Email
✓	Bryson Davis, CoChair	Soul District Business Association (SBDA)	bryson.davis@harrang.com
✓	Lakeitha Elliott, CoChair	Community at large	lakeithaelliott@gmail.com
	Cupid Alexander	City of Portland, Mayor's Office	cupid.alexander@portlandoregon.gov
✓	Michael Alexander	Black United Fund & Portland Opportunities Industrialization Center (POIC)	mcalexhog@aol.com
✓	Joy Alise Davis	Portland African-American Leadership Forum (PAALF)	joy@paalf.org
✓	Anthony Deloney	Self Enhancement Inc (SEI)	anthonyd@selfenhancement.org
✓	James Faison	Professional Business Development Group (PBDG)	info@faisonconstruction.com
	Leslie Goodlow	City of Portland, Portland Housing Bureau	Leslie.Goodlow@portlandoregon.gov
✓	Stephen Green	Black Investment Consortium for Economic Progress (BICEP)	greenerpasturesnw@gmail.com
✓	Tony Hopson	Self Enhancement Inc (SEI)	tonyh@selfenhancement.org
✓	E.D. Mondainé	Portland National Association for the Advancement of Colored People (NAACP)	edmondaine@ctoregon.org
✓	Justice Rajee	Portland Opportunities Industrialization Center (POIC)	jrajee@portlandoic.org
✓	Walter Robinson	Portland African-American Leadership Forum (PAALF) & Urban League	wlrri45@gmail.com
✓	Jillian Saurage	North/Northeast Housing Strategy Committee	jily99@gmail.com
✓	Karis Stoudamire Phillips	North/Northeast Community Development Initiative Oversight Committee	karis.stoudamirephillips@modahealth.com
✓	Chabre Vickers	Wells Fargo	Chabre.L.vickers@wellsfargo.com
✓	Charles Wilhoite	Legacy Health, Board of Directors	cawilhoite@willamette.com

Additional Attendees:

✓	Vicki Guinn	Legacy Health	vguinn@lhs.org
✓	Brian Terrett	Legacy Health	bterrett@lhs.org
✓	Nancy Wilson	Prosper Portland	wilsonn@prosperportland.us
✓	MinNefer Mernahkem	Prosper Portland	mernahkemm@prosperportland.us
✓	Lisa Abuaf	Prosper Portland	abuaf@prosperportland.us
✓	Mustafa Washington	City of Portland, Office of the Mayor	
✓	Jill Betts	Coles + Betts	jill@colesandbetts.com

Action Item Log

1.	Complete meeting notes for meetings backlogged to spring 2020 and circulate to PWG for review. Upload Zoom videos to YouTube and/or Prosper website as meeting records.
2.	Identify timing for Guiding Principles/CBA subcommittee via Doodle poll. Email draft Guiding Principles compilation to PWG for consideration.

3.	Discuss timeline for Environmental Assessment follow up.
4.	Extend Legacy Health-City-PWG MOU; determine extension date.
5.	Add names of Ownership Subcommittee to the Ownership recommendation memo.