



Office of Mayor Tom Potter
City of Portland

Dear Bureau Director,

For the past year, a dedicated group of employees from different bureaus and offices have been meeting on their own time to create an important organization. The Diverse and Empowered Employees of Portland (DEEP) is a networking, resource and support mechanism developed by City employees for City employees. The mission of DEEP is to assist the City of Portland in creating and enhancing a work environment that is inclusive and supportive of the City's diverse workforce. DEEP is committed to working to support the City of Portland's interest in attracting, developing, and sustaining a diverse workforce committed to quality public service.

On August 1st, City Council passed a resolution to officially recognize DEEP. DEEP's goal is to support the City of Portland in creating a supportive and inclusive work environment. This group will provide input to our bureaus, offices, departments and elected officials on how to best serve communities and will provide awareness regarding the City services and initiatives. DEEP will be establishing mentoring and networking opportunities for all City employees. Some of the programs that the members of DEEP will be implementing will be a Peer Support and Resource Referral service, enhancing the recruitment and retention of diverse employees, a resource for bureaus seeking diverse interview panels, a mentoring program, retention and recruitment strategies, and the ability to assist the Diversity Office with cultural events.

DEEP will be creating Affinity Groups, which are voluntary, employee-driven groups that are organized around a particular shared interest or dimension, such as race, disability, ethnicity, gender or sexual orientation. I would like to encourage you to support DEEP by authorizing the use of company premises, time (with approval), and facilities.

Many employers across the country use affinity groups for various purposes including the following:

- To improve the work environment and create a more inclusive culture;
- Enhance recruiting and retention efforts;
- Leadership development;
- Gain city employee representation at diversity-related events and functions;
- Develop mentorship systems;
- Develop skills and training;
- Provide input on policies; and
- Support cultural change and participation in cultural activities

It has been one of my personal goals for the employees of the City of Portland to be able to provide greater performance development and recruitment by expanding the City's diversity outreach, cultural awareness and recruitment efforts. In fact, the baseline and foundation is supported by the number one goal for the Bureau Innovation Project (BIP), which is to create a workforce that reflects the rich diversity and cultural awareness of our city. The creation of DEEP will further enhance and ensure that the enforcement and adherence to these goals are followed.

If you have any questions, please feel free to contact Debbie Caselton, DEEP Chair, at deep@ci.portland.or.us .

Sincerely,

Mayor Tom Potter