Rainbow raindrop Washington State Employees' LGBTQ Business Resource Group - RAIN Logo

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General Membership Meeting Agenda

July 21, 2022

2 to 5 p.m.

Featuring: Dr. David Johns – [National Black Justice Coalition](https://nbjc.org/)



Check into the meeting: <https://forms.office.com/g/DuQc5ygP0B>

**Facilitators:** Taja Blackhorn and Ryan Douglas

**Recorders:** Kristen Jenkins and Erika Redzinak

**Location:** Virtual – Zoom Meeting Link: <https://zoom.us/j/96683705169?pwd=cEtHUXFCZzV0a3h0eGdYdWpPTjFMZz09>

# 2 to 2:10 p.m. – Welcome! (Taja and Ryan)

* New Member Introductions and membership check-in

**Mission:** The BRG exists to help Washington State create safe and inclusive workplaces where every LGBTQ+ employee can bring their full authentic self to work, enabling them to do their best work every day for the people of Washington. The BRG will provide resources and support to employees and the stakeholders serviced by state agencies.

* No minutes to approve from last meeting (Pride Event).

# 2:10 to 2:25 – RAIN Leadership – New Positions Vote

**RAIN elections are held annually between August through September with new terms starting October 1.**   
  
Elected positions serve a 15-month term starting October 1 that includes a 3 month overlap with prior and new elected leaders. Nominations are accepted anonymously (feel free to nominate yourself!)

Nomination Form: <https://forms.office.com/g/Jvie7RgXK1>

Nominated persons running will have to;

* Be an active member of RAIN (Checked into a meeting in the last 6 months)
* Have Supervisor approval
* Be able to commit to at least 12 hours a month

Leadership Positions:

* 2 Co-Chairs
* 2 Administrative Liaisons
* 1 Program and Project Manager (New!)
* 1 Budget and Finance Manger (New!)

**Please review:**

[The Project Manager Position Draft Description](#_Position_Description:_Project)

[The Budget and Finance Manager Position Draft Description](#_Position_Description:_Budget)

(These position descriptions are in draft form to outline the main work and purpose of the positions for the first year. In hopes the person who fills the position will help develop the position description as they experience the role during the first year – to put forth a final version for charter input next year. We will vote whether to approve the positions to fulfill the need with the knowledge that these descriptions are a work in progress.

**GM membership vote to approve adding the two new positions to the Elected Leadership Group:**

**Yay: All in consensus Nay:**

# 2:25 to 2:30 p.m. - Announcements

* Nominations – Please use form to nominate for a position. <https://forms.office.com/g/Jvie7RgXK1>
  + Time to ask questions and answers from current leadership during the subcommittee breakouts if you stay in the main room.
* Agency Awards nominations open until end of the month: <https://www.surveymonkey.com/r/CGZPMML>
* Kitsap Pride and Puyallup Pride this weekend

**Notes:**

# 2:30 to 3:15 p.m. – Dr. David Johns – Executive Director of the National Black Justice Coalition (NBJC) – Fireside Chat moderated by Darrow Brown.



Dr. David J. Johns is the executive director of the [National Black Justice Coalition (NBJC),](https://nbjc.org/) a civil rights organization dedicated to the empowerment of Black lesbian, gay, bisexual, transgender, queer+, and same-gender loving (LGBTQ+/SGL) people, including people living with HIV/AIDS. Dr. Johns was appointed the first executive director of the White House Initiative on Educational Excellence for African Americans by President Barack Obama and served from 2013-2017. Dr. Johns was a senior education policy advisor to the Senate Committee on Health, Education, Labor, and Pensions under the leadership of U.S. Senator Tom Harkin (D-IA) and has served under the leadership of the late U.S. Senator Ted Kennedy (D-MA). Dr. Johns was a Congressional Black Caucus Foundation Fellow in the office of Congressman Charles Rangel (D-NY). Dr. Johns received his Ph.D. in sociology and education policy at Columbia University. Dr. Johns obtained a master’s degree in sociology and education policy at Teachers College, Columbia University, graduating summa cum laude. He graduated with honors from Columbia College, Columbia University in 2004 with a triple major in English, creative writing, and African American studies. Dr. Johns was named to the Out100 list in 2021, the Root100 in both 2013 and 2014, Ebony’s Power 100 in 2015, and received an early career award from Columbia University, Teachers College in 2016.

**Notes:**

* Erasure/Invisibility
* Same gender loving term vs gay
* We should continue to add letters to LGBTQIA until we don’t need them anymore
* NBJC support around HIV stigma, resources and working with CDC
  + Breakfast Club – highly contested internet page where celebrities access. NBJC has posted and started conversations on there
  + NBJC providing Narcan training to folks
  + **Look up ‘Words Matter’** NBJC website
  + Stage 3 HIV new term
* Provided over 350 trans/black/queer/nonbinary folks resources
* Stolen Lives Initiative – NBJ <https://nbjc.org/stolen-lives/>
* Boris Lawrence Henson Foundation <https://borislhensonfoundation.org/>
* **the oppressed, by nature of their oppression, are expected to be justice minded.**
* Patricia O’Collins exploring intersectionality
* **Transgender genocide**

**First they came poem**

First they came for the CommunistsAnd I did not speak outBecause I was not a CommunistThen they came for the SocialistsAnd I did not speak outBecause I was not a SocialistThen they came for the trade unionistsAnd I did not speak outBecause I was not a trade unionist

Then they came for the Jews

And I did not speak out

Because I was not a Jew

Then they came for me

And there was no one left

To speak out for me

**Books:** Calvin (trans child); We are not broken - George Johnson; Black Futures – Jenna Wortham and Kimberly Drew; Queer: A Graphic History - Barker & Scheele; Seen, Heard, and Paid: The New Work Rules for the Marginalized - by Alan Henry

Active accomplice vs ally

**https://www.congress.gov/ or** [**https://app.leg.wa.gov/billinfo/**](https://app.leg.wa.gov/billinfo/)**. Shows process of bill**

**Find advocate associations and they can translate policies for folks**

**Brittany packnett – undistracted podcast -** [**https://brittanypacknett.com/bio**](https://brittanypacknett.com/bio)

**Raquel willis - writer**

**Bills on the docket:**

**(n.d.). BillTrack50 | Federal & State Legislation Tracker. Retrieved June 7, 2022, from https://www.billtrack50.com/Anti LGBTQ Bills of 2021 – One Iowa Action. (n.d.). One Iowa Action. Retrieved June 6, 2022, from https://oneiowaaction.org/anti-bills-2021/Bibi, E. (2022, March 8). Idaho House Passes Discriminatory Bill to Criminalize Gender Affirming Care for Transgender Youth. Human Rights Campaign. Retrieved June 6, 2022, from https://www.hrc.org/news/idaho-house-passes-discriminatory-bill-to-criminalize-gender-affirming-care-for-transgender-youthLegislation Affecting LGBTQ Rights Across the Country. (n.d.). American Civil Liberties Union. Retrieved June 16, 2022, from https://www.aclu.org/legislation-affecting-lgbtq-rights-across-countryLegislative Bill Tracker. (n.d.). Equality Texas. Retrieved June 29, 2022, from https://www.equalitytexas.org/legislative-bill-tracker/Legislative Tracker: Anti-Transgender Legislation - Freedom for All AmericansFreedom for All Americans. (n.d.). Freedom for All Americ**

# 3:15 to 3:30 p.m. – Break

# 3:30 to 3:50 p.m. – Subcommittee Report Out

**Safe Places:**

* Meeting with City of Olympia
* Strategy Planning Meeting with Leadership on the “vision” of Rain’s Safe Place Program.

**Best Practices:**

* Transitioning in the workplace Toolkit is in first draft form and being developed further.
* Expanding the Definition of Family Leave Recommendation is in review with OFM.
* Starting new project – Professionalism in the Workplace Recommendation

**Communication and Outreach:**

* Pride Month Panel Recap
* August Newsletter

**Trainings:**

* Train the trainer
* LGBTQ History
* Trainings taking a break until later into the Fall.

**Notes:**

# 3:50 to 4 p.m. – For the Good of the Order

**Notes:**

# 4 to 5 p.m. – Subcommittee Breakouts/Leadership Q&A

# Attachments:

# Position Description: Project Manager

Approved by Advisory Committee: DRAFT, APPROVED

Approved by General Membership: DRAFT, NOT APPROVED

**Overview**

The RAIN Project Manager acts as a key member of the Advisory Committee and coordinates the various projects, programs, events, and other critical aspects of the BRG’s work. The Project Manager will coordinate the calendar of deliverables, help appropriately staff project teams with members from across RAIN’s various subcommittees, track team members deliverables and deadlines, and provide BRG leadership with periodic updates on progress and resource needs.

**Position Term**

The Project Manager will serve a 15-month term that coincides with other elected positions within RAIN, beginning at the start of October and ending at the close of December of the following year. There is no limit on how many consecutive terms may be served. Expected time commitment is a minimum of 8 to 10 hours a month.

**Position Duties**

Responsibilities of the Project Manager include:

* Develop and maintain an annual project plan, including a calendar of key events, deliverables, and milestones for identified projects.
* Develop and submit Annual Report to the Office of Financial Management in conjunction with the RAIN Advisory Committee’s input.
* Coordinate the creation and staffing of project teams to plan and execute on specific programs and projects as identified by the membership and RAIN leadership. Current programs and projects include:
  + RAIN Outstanding Agency Awards
  + Coordinate with subcommittees for Pride Month Celebrations
  + RAIN Elections Process
  + Charter Maintenance and Updates
  + Annual Report for OFM
* Receive periodic updates from project teams and assess progress in achieving milestones and the timely completion of assigned deliverables.
* Provide periodic updates to the Advisory Committee, including any additional resources or support that might be needed for project teams to be successful.
* Coordinate with the Budget and Finance Manager to ensure that any financial needs associated with programs and projects are documented and supported for inclusion in potential funding asks of state agencies or other parties.

# Position Description: Budget and Finance Manager

Approved by Advisory Committee: DRAFT, APPROVED

Approved by General Membership: DRAFT, NOT APPROVED

**Overview**

* The RAIN Budget and Finance Manager acts as a key member of the Advisory Committee and provides financial planning and advice while ensuring accurate recordkeeping in accordance with applicable laws, rules, and regulatory requirements. The Budget and Finance Manager also collects actual and desired financial resource needs, in addition to financial support, manager will consider in-kind support from state agencies and other sources, to develop a budget and support financial and non-financial asks of state agencies and other parties.

**Position Term**

The Budget and Finance Manager will serve a 15-month term that coincides with other elected positions within RAIN, beginning at the start of October and ending at the close of December of the following year. There is no limit on how many consecutive terms may be served. Expected minimum time commitment is 8-10 hours a month.

**Position Duties**

Responsibilities of the Budget and Finance Manager include:

* Work collaboratively with the OFM BRG Coordinator in all BRG finance matters.
* Tracking and documenting contributions to and distributions from RAIN’s account at OFM in accordance with rules and regulations as described in the State Administrative and Accounting Manual.
* Working with the Program and Project Manager to determine financial resource needs associated with RAIN programs and events to develop a desired budget and propose funding recommendations to RAIN leadership and OFM.
* Documenting and valuing in-kind contributions to and by RAIN to determine the total cost of carrying out RAIN’s current programs as well as potential costs to be incurred by proposed new or enhanced programming.
* Developing funding asks of state agencies or other parties to provide adequate funding for specific programs, projects, or events, as well as for on-going maintenance of RAIN’s day-to-day operations.

Providing periodic updates to RAIN leadership and the general membership as to RAIN’s financial condition and current and prospective funding nee