

Community Meeting Agenda, February 4, 2016

Call to Order

Check-In and Announcements

- Around the room for introductions and any announcements

Reports from Officers

President

- Office space visits (none yet)
- Turned in NCAVP reports. We had six bias incident reports documented in 2015
- Article in Texas Observer that mentioned our prison work
- About ready to turn in TJFP grant proposal, due February 15
- status of Parkland complaint at HHS OCR and TLC
- upcoming presentations at SMU Women's Symposium, Amelia Court, and Family Place

Secretary

- Approve minutes from January 7, 2016, meeting

Treasurer

- Treasurer report, January 2016

Committee Reports

- None yet

Unfinished Business

- Proposal for grievance procedure (see below)
- Any unfinished Board business

New Business

- 2016 budget (see below)
- Bring up any new business the Board needs to address

Open End

- Any open end discussion?

Adjourn Board meeting

Community Meeting Follows

Proposed grievance process

Every organization needs to have in place a means of resolving conflict. TPI hopes that most conflict can be solved through work with peer and leader mentors, but there will be times when a member will want to engage an official grievance process. The grievance process is important because it gives every member a voice concerning the operation of the organization.

The TPI Board is responsible for hearing and determining actions taken to resolve grievances. We expect this process will be modified and improved with experience. *It should be stressed that the grievance process is meant not to identify a wrong and enact retribution, but to restore the good faith of all parties so they may continue to work together toward our common goals.* The process follows the following steps:

1. All parties to a conflict are encouraged to work out a solution among themselves with the help of their peer and leader mentors.
2. An informal outside solution may be sought by bringing up the issue to a TPI board or staff member. This should be done as soon as possible after the incident. At this time, the issue is for discussion only, and any advice provided by the board or staff member is an informal suggestion, not a binding resolution.
3. To make a formal complaint, the aggrieved person should write out the complaint. This should be done within two weeks of the incident and submitted to the TPI Secretary for inclusion on the agenda of the next board meeting. The complaint must explain:
 - a. The date of the incident,
 - b. The person or persons against whom the grievance is filed, and
 - c. The facts that need to be known about the incident.
4. The TPI Secretary will be responsible for notifying the person against whom the grievance is filed about it's filing. The identity of the person filing the grievance shall be kept confidential as much as is practical.
5. The TPI Board will select a team of three persons to investigate the grievance.
 - a. No person named in the grievance or with close association with a person named in the grievance shall help select or be part of the investigating team.
 - b. Both the aggrieved and the accused shall be notified about who is investigating, and may voice concern over any perceived bias on the part of the investigating team members.
 - c. The written grievance will be provided to all members of the investigating team.
 - d. During the investigation, the investigating team should listen to and consider the perspectives of all involved parties. The investigating team should also take care to avoid harm to any involved party.
6. An investigation will be completed as soon as possible, with a goal of completing within two weeks.
7. The complaint process will be undertaken with an appropriate balance of confidentiality and transparency. If needed, the complaint will be discussed in closed session by the TPI Board.
8. The investigative team will meet with the TPI Board at a regular or special meeting of the board to finalize a resolution. The aggrieved party will be notified of the resolution.

9. Any individual or group found to be a source of conflict will be given a chance to make changes to reduce the conflict. The investigating team will monitor the effectiveness of the changes. Determining effectiveness may include additional interviews or discussion with the aggrieved person and any others who may have pertinent information.
10. If the conflict is not reduced satisfactorily as determined by the investigating team, additional steps may be taken, including:
 - a. Verbal warnings,
 - b. Written warnings,
 - c. Probation (with specific steps needed to end the probation), and
 - d. Involuntary termination of member or employment status.
11. The aggrieved person may appeal the resolution to the TPI Board by notifying the TPI Secretary. The board may determine a new investigation is necessary.

2016 Proposed Budget

Trans Pride Initiative 2016 Budget Detail

Revenue

Activity	Item	Budget	2016 budget notes
Grants and Foundation Awards			
Government Grants			
Foundation Grants			
Corporate Grants			
Community Grants		\$2,500.00	From TJFP
Individual Contributions			
General Donations		\$2,500.00	
Event Donations		\$4,300.00	Quarterly committee community events/speakers
• March speaker event (healthcare committee?)	\$1,000.00		
• June speaker event (prison services committee?)	\$1,000.00		
• September speaker event (anti-violence committee?)	\$1,000.00		
• December speaker event (housing committee?)	\$1,000.00		
• Health fair donations	\$300.00		
Solicited Donations			
Other Donations			
Project Income			
Trans Health Empowerment other		\$2,000.00	
Events and Fundraisers			
Annual Benefit			
General Fundraisers			
Services			
Conference/Speaker Fees		\$500.00	
Training Fees		\$300.00	
Total Revenue			\$12,100.00

Expenses

Consultant/Professional Fees

Administration		
Projects		
TPI Development – membership development		\$11,450.00

- Jan to Dec Anti-violence meeting, food and drinks, 12@\$75 \$900.00
- Jan to Dec Prison Services meetings, food and drinks \$900.00
- Jan to Dec Healthcare meetings, food and drinks \$900.00
- Mar to Dec, Housing Services meeting \$750.00
- March speaker event (healthcare committee?) \$2,000.00
- June speaker event (prison services committee?) \$2,000.00
- September speaker event (anti-violence committee?) \$2,000.00
- December speaker event (housing committee?) \$2,000.00

Operations

- Office Space
- Equipment Purchase \$500.00 projector
- Equipment Rental \$200.00 may need to rent for the speaker events
- Supplies \$200.00
- Printing and Copying \$2,000.00 printing up some of the capacity building info increase in prison letter writing with holiday
- Postage and Delivery \$350.00 cards
- Travel and Meetings \$700.00
- TPI staff travel to meetings \$500.00
- Bus vouchers for members (4 books of 10) \$200.00
- Meals and Entertainment
- Meeting Space Rental currently in TPI development
- Licenses and Fees \$200.00
- Utilities
- Web Services \$150.00

Events and Fundraisers

- Annual Benefit
- 2016 Health Fair \$500.00

Marketing Costs

- Small Items
- Advertising

Total Expenses **\$15,750.00**

Net **-\$3,650.00**

Community Meeting

- In our committees, we're going to be choosing tasks. Healthcare committee is a temporary exception because they are doing the health fair for now.
- How do you choose what task or tasks to take on? Is there any criteria you should use?
- Many considerations you can make, but one thing we want to keep in mind is
 - **1) what task would benefit the community while**
 - **2) making individuals and the community feel more powerful?**
- We tend to think of the first, but don't often think about the second. What is the difference between the two?
- The second encourages more people to get involved, and to want to be involved. The second is how you help mobilize a community.
- [write "direct service" through "direct action" on board (before meeting)]

Direct service	Self help	Education	Advocacy	Direct action
Accepts existing power structures			Challenges existing power structures	
Survival			Change the world	

- What do you do when your work is providing direct service?
 - [Look for something to do with helping folks get by in existing circumstances]
- What do you do when your work is organizing direct action?
 - [look for someone to say overcoming the problems with existing circumstances]
- [write "accepts existing power" and "challenges existing power" under]
- What else? We talk about work at TPI and social justice work in general as providing
 - 1) the tools people need to survive, because we have to survive to
 - 2) build and change the world into what we want to see.
- [add "survival" and "change the world" to the board]

Tasks that challenge

- The committees are all about giving people opportunities to get involved
- We want to select committee work that makes folks feel good and feel empowered.
- That tends to happen when we work more on the "direct action" side of this spectrum.

Direct Action Basics

- The Three Principles: 1) Win real, immediate, concrete improvements in people's lives; 2) Give people a sense of their own power; 3) Alter the relations of power
- Several steps to carrying out a task or campaign, which we will go over in future work
- First step is to choose an issue, to choose the task your committee wants to take on
 - Use the issue considerations worksheet from the member guide to help consider issues the committee may want to take on.
 - If you would like any additional information understanding a question, see the instructions in *Organizing for Social Change*, pages 23 – 26.