

City of Portland - Office of Neighborhood Involvement
Bureau/Budget Advisory Committee (BAC) Summary Notes
November 16, 2009

In Attendance:

Ann Balzell (Disability Commission), Richard Bixby (EPNO), Sylvia Bogert (SWNI), Lee Po Cha (IRCO), Hongsa Chanthavong (IRCO), Betsy Coddington (Resolutions NW), Paige Coleman (NECN), Anne Dufay (SEUL, BAC Co-Chair), Elizabeth Erickson (RNW), Donita S Fry (NAYA), Vicki Hersen (Elders in Action), Izzetta Irwin (Resolutions NW), Kayse Jama (CIO, BAC Co-Chair), Victor Jaoko (CIO), Grassia Melendez (CIO), Lisa Reed Guarnero (CIO), Joseph Santos-Lyons (IRCO), Tom Schaper (SWNI/Ashcreek NA), Doretta Schrock (Kenton/NPNS), Mark Sieber (W/NW), Alison Stoll (CNN), Jen Tonneson (Rocky Point Marina, BAC Co-Chair), Bob Ueland (CNN), King Mang Zam (IRCO)

ONI Staff: Afifa Ahmed-Shafi (NRC), Amalia Alarcón de Morris, Amy Archer, Kelly Ball (CP), Michael Boyer (Labor/CP), Celeste Carey (Labor/CP), Nickole Cheron (NRC), Brian Hoop (NRC), Michael Kersting (Finance), Paul Leistner (NRC), Judith Mowry (NRC), Teri Poppino (Labor/CP), Stephanie Reynolds (CP)

Commissioner's office: Tim Crail, Dora Perry

General Budget Business

Question/Answer

Each table has index cards available to write down questions that come up that do not need to be covered during the meeting. ONI staff will pull together and post responses. A document was distributed with responses to questions submitted at the last meeting, that document is available online at <http://www.portlandonline.com/oni/index.cfm?c=51168&a=273399>.

Facilitation:

ONI does not have funding this year to hire a facilitator for the budget process. Joe Hertzberg has facilitated in prior years and is volunteering to provide guidance and support along with Judith Mowry to a team of volunteer facilitators. ONI has received 7 applications from volunteers and we know at least 3 more will be coming in. The BAC Steering Committee will review at a meeting Wednesday to finalize a facilitation team and involve them in the BAC Steering Committee meeting to prepare for facilitation to begin at the November 30th BAC meeting.

Update on Budget Instructions/Meeting Schedule

The Office of Management and Finance held their budget kickoff, but specific instructions will not be finalized until after Council holds their worksession in early December. Preliminary instructions are to prepare for budget cuts of 5%. The budget will be due February 1st, which means that we need to have decisions finalized for submission to our Commissioner a week or two prior. The BAC needs to schedule additional meetings for December and January in order to

complete the budget in time. The group agreed to stick to meeting on Mondays (except for the last January meeting which would have fallen on a holiday), and decided to confirm the following meeting times (new dates in bold):

- November 30
- **December 7**
- December 14
- **January 4**
- January 11
- **Tuesday, January 19**
- February 14

Mission/Goals/Values

The current draft of ONI Mission, Goals and Values are out for public comment and we had intended to finalize at the November 30th BAC meeting. However, we have received feedback from some that the timeline for response was too short. Therefore, we will still integrate any feedback received and agree to a working draft on November 30th. We will continue to collect feedback through the end of January and finalize after the budget process is complete. The resulting guidelines will be used for ongoing program evaluation and ensuring that activities are supporting the mission, goals and values.

Coalition Program Summary

The Coalitions provided a general overview of their services followed by 5 stories highlighting some specific examples of their work. Refer to the handout distributed with a program summary for details (will be posted online at <http://www.portlandonline.com/oni/index.cfm?c=51170>). Following are a few of the highlights:

- There are 7 neighborhood coalition offices that provide services to 95 neighborhood associations as well as individual neighbors, businesses and business associations in their assigned areas. Services focus on connecting, training, providing advice and providing support.
- Last fiscal year, the coalitions distributed a total of 1,142,663 print and electronic newsletters, awarded 92 community grants. In the current year, budgets have been reduced so the numbers will be impacted.
- Central Northeast Neighbors provided a story regarding their support in an organized community response to a hate crime in their area. A Vietnamese American was subjected to racial and sexual slurs while stopped at a stoplight in the Beaumont Wilshire area. The incident escalated with things being thrown at the car and ultimately it was reported to the Police. The area came together as a community in response to this incident to speak out against hate crimes and included partnerships and involvement with APANO, IRCO, Office of Human Relations and Commissioner Fritz.
- East Portland Neighborhood Office (EPNO) provided a story regarding the East Portland Action Plan (EPAP). EPAP was originally convened by former Mayor Potter, Senator Merkeley and the County chair after years of

complaints from the community of government not dealing with issues in East Portland. EPNO worked with the Bureau of Planning to convene a stakeholder group of approximately 30 people and over the course of 8 months developed an action plan. Council adopted the action plan and made commitments to do something about the issues raised.

Approximately 12 people remained from the original committee and the group expanded with a total of 37 people now active on the EPAP committee. There are 7 subcommittees working on a variety of issues. EPNO's role was one of working with bureaus to ensure an open process, supporting advocacy and now focuses on supporting implementation.

- Northeast Coalition of Neighbors (NECN) provided a story regarding their expanding youth engagement program. When Council moved City Hall to Jefferson High School for a day, Northeast Portland got excited about the opportunity to engage with government and from that formed youth creators. They also received a Vision into Action grant that supported a multicultural celebration. A year ago, NECN evaluated their youth engagement and worked towards expanding that area. In January they held an inauguration day breakfast and kicked off a student leadership program. Approximately 50 students participated, watching the inauguration and then engaging in breakout sessions to talk about what was meaningful to them about the event. NECN also worked with Planning and the League of Women Voters to organize a youth engagement workshop. The Youth Gang Program has existed at NECN including the community youth hotline for over 20 years. However, the neighborhoods have changed in that time, as have the needs of youth. They have given the hotline a new look and expanded it as a resource line to help connect youth to programs.
- Southeast Uplift (SEUL) provided a story regarding their sustainability efforts in southeast Portland. Their Solarize Portland project began with interest in Mt. Tabor Neighborhood Association having interest in a bulk purchasing program for solar installation. SEUL's role was to support the outreach and connections for the project. They partnered with the Energy Trust of Oregon and provided 8 workshops to introduce the concept and benefits of solar energy. Outreach was done through the neighborhood associations and a competitive bid done for a contractor. This resulted in 350 residents participating in the site evaluation and possible install if it is determined feasible for their location. SEUL estimates approximately 175 will follow through with the solar installation. SEUL also has Green Teams working on sustainability issues (information online at <http://www.southeastuplift.org/>).
- North Portland Neighborhood Services (NPNS) provided a story regarding their use of their facility/space as a support for the community. NPNS manages two community centers – Kenton Firehouse and the Overlook house. The centers are frequently used for meetings such as neighborhood meetings, public safety advisory councils, and land use, as well as others that relate to the broader community such as with meetings

around Harbor Oil. They have also worked on sustainability with the installation of solar panels on their facility which provides approximately 70% of their energy. Other organizations have also used their space such as when Latino Network started up. NPNS also provides coordination and support for their farmers markets and manages an innovative tool library.

Diversity and Civic Leadership Program Summary

The Diversity and Civic Leadership (DCL) program provided a general overview of their services followed by a few stories highlighting some specific examples of their work. Refer to the handout distributed with a program summary for details (will be posted online at <http://www.portlandonline.com/oni/index.cfm?c=51170>).

Following are a few of the highlights:

- DCL Partners include:
 - Verde
 - Urban League
 - NAYA Family Center
 - Center for Intercultural Organizing
 - Immigrant and Refugee Community Organization
- Services are provided around a program model of helping the City do a better job working with underserved populations. Services focus on educating, organizing, informing and engaging.
- Educating – the communities they serve need education on why civic engagement is important and to make them more comfortable engaging. Workshops allow development of a community identity, leadership development, and understanding of how and why to engage.
- Organizing – focus on identifying how to reach out to individuals and groups with barriers to civic engagement. Work with mutual assistance organizations, individuals, groups and organizations.
- Informing – making sure people are well informed and informed properly. Communication is critical so sometimes that means meeting in person, electronic, mail, phone, etc. It is important to identify what method is culturally sensitive to the person you are trying to reach and inform so that you are sensitive to them. They take a holistic view of the methodology for the population to be inclusive and inform in the best way possible.
- Engaging – The population is diverse so one size does not fit all and they must be able to modify. Its important for community members to be able to speak for themselves and not be afraid to testify or be involved in the activities.
- Immigrant and Refugee Community Organization (IRCO) provided the following highlights of their activities:
 - Reach approximately 5,000 people every quarter and that is growing
 - Met with 900 people in person
 - 250 people participating in civic life
 - 30 people graduated from their Engage program, for a total of 60 over the past 2 years.

- 10 people actively volunteering and serving on boards
- Many partnerships such as the Speak Out event with CNN (summarized in Coalition section above).
- NAYA Youth and Elders provided the following highlights of their activities:
 - NAYA began organizing in 2004 to reduce poverty in their community. The Youth and Elders meet once a month on the 2nd Tuesday in the evening with between 40 and 120 people participating each month. The focus of the meetings is to educate and communicate, and engagement work is done in between meetings.
 - Many of their participants do not have computers so communication is other more appropriate ways is important for their community, with approximately 800 families reached.
 - They had some focused work on how to testify at planning meetings and how to advocate for policy regarding stable housing. There is a lot of mistrust about government so they do a lot of work to break down barriers. Building relationships is important.
 - Their participants serve on many commissions, and bring youth along to observe and build capacity.
- Center for Intercultural Organizing (CIO) provided the following highlights of their activities:
 - Pan-Immigrant Leadership and Organizing Training (PILOT) is their leadership development program. The program is multiracial and multicultural with first generation immigrants and refugees.
 - The PILOT program convenes participants four times each year for about two and a half days each time. One member shared their personal experience in the PILOT program. There were 11 different countries represented in the group and it felt like United Nations providing an opportunity to learn what they had in common. As a first generation immigrant adopted into a Chinese family and raised in a racially hostile environment it was hard to know where to fit in. PILOT changed their life. Prior to the program, they didn't feel confident, heard or effective so involvement was limited. Since the program they have been involved in visionPDX, the Vision into Action Steering Committee and public engagement advisory team, the CIO board, testifying before Council, at ONI BAC meetings, etc. Their involvement is proof of how effective the program has been.
 - CIO staff work with participants to transition them into positions where they can use the leadership skills gained in the PILOT program. The program rears leaders into decision making roles where they can take action.
 - They are creating new events like lobby days to provide opportunities for people to go to the capital that have never been before.
- There are also increasing opportunities to integrate and collaborate with other DCL partners and be strategic with their collaboration.

Labor Management Committee Program Summary

The labor management committee (LMC) is a group of staff representing management and labor (AFSCME Local 189). It is a forum for represented employees to express their concerns and get issues addressed. The goal is to have a cohesive and effective workplace. Examples of work done by the committee are provided in the program summary sheet distributed (available online at <http://www.portlandonline.com/oni/index.cfm?c=51170>). One member asked for clarification on the Continuity of Operations Plan (COOP) mentioned in the summary. The COOP is an emergency management plan for how to deal with a circumstance where the space is not available (some local disaster, mold growth, etc) or staff are impacted (such as widespread H1N1) but we need to sustain operations. The plan identifies what services are critical and what can wait up to a month to be reinstated. Information & Referral services are the only essential service identified as needing to be sustained in even of a crisis. We will likely have ongoing conversations with all our partners to identify how we can partner to sustain services or utilize available space if necessary.

Equity and Social Sustainability

At the last meeting, Amalia explained that sustainability is often discussed but the social/people component is not talked about as much as economic or environmental sustainability. Amalia stated that ONI was about social sustainability so this is important to describe well when it comes time to budget. The group has talked about looking through an equity lens when we are budgeting, but what does that really mean? Amalia provided a definition and asked participants to consider that definition. Following are the definitions presented:

- Social sustainability – includes components of human rights, labor rights and corporate governance. It is where basic human needs such as nutrition, health and shelter are met and social cohesion allows people work toward common goals.
- Equity – something that is fair and just; impartiality; the opposite of disparity.

The group was asked for some general criteria to help form the definition to ensure we are using it in the budget process. The following criteria were raised:

- Need data to measure when there are disparities, be committed to track data and measure against it. Tracking data that paints a picture regarding equity and compare to census data.
- Consistency- same lens applied at all levels
- Ensure that language and culture doesn't lead to misunderstanding data. Take more time and use tools available.
- Repeating what we thought we heard them say. Use as a tool for understanding and clarity.

- Are we able to challenge where we see inequity in budget? If we see a lot here and not there. We want a safe space to ask questions.
- Feeling heard. Good test to measure how we are feeling here in the process.
- Are we all being asked to the same table? Some bureaus may reach out to neighborhoods more now but are not yet bringing others to the table like DCL partners.
- Look to root causes of problems/inequity. Don't treat the symptom of illness but the cause. Challenge us to make sure we have equal voices at the table.
- Defend gains made. Don't start at the beginning again, recognize the culture shift.
- Equity is so subjective. For our purposes, we need the context of the people and programs in the room
- Ask ourselves is everyone here that needs to be here? Do we need to reach out for missing voices? Who is missing and why? Is it outreach, are they welcomed, is the process welcoming, etc. Feedback from DCL/Coalition retreat regarding budget process – we will get that out to the full group. Need to commit to policing ourselves through the entire process.

Vision Exercise

The group was asked to enter a follow up to last week's visioning exercise to respond to the question – "What can ONI do to move us towards the vision in the current economic situation?" Hard choices will need to be made, but for the long term vision how do we shift the emphasis and value of community building?

- Keep the balance that already exists with the core programs. How do we show that we have a good balance now (if we do)? Don't cut so badly that ground is lost. Hold as much ground as possible toward achieving mission and goals of ONI.
- Measurements needed to track. Show impact of dollars spent.
- Equity isn't something removed from the group
- Communications – how to bridge the gap
- Using technology to tell our story – video, web, etc
- Funding leadership programs, advocacy and lobby for priorities
- Be clear what does civic engagement mean? Creating change agents at grass roots level versus institutional level
- More outreach to community about ONI budget process and how to tie people in to other City budget issues
- Maintaining commitment with electeds about gains made with ONI programs/partners.
- Build capacity to deal with challenging issues
- Stronger relationships with partners
- Maximize limited resources
- Look at this from an opportunity perspective – strength based
- Better networking so that we can have better knowledge

- Sharing resources, connections and opportunities to organize and advocate together
- Better job shares/descriptions to better inform community and serve population. Matches needs of community
- Promote cross-cultural events such as budget forums and candidate forums
- Websites – updated, multilingual, calendar, etc
- Helpful alerts
- Inform more people about New Portlanders: Help people in the broader Portland community become more aware of the growing size and diversity of people who live in Portland. Many people have no contact with our growing number and diversity of New Portlanders (immigrants and refugees) and are unaware of these communities
- ONI programs need to model working together: While we may have difficulty affecting change in the broader system, we can begin to model the behaviors we want to see within and between our own ONI programs. We should strategize ways all the ONI programs can work with each other to support the Community Connect goals. Some initial efforts are being made by DCL and Neighborhood Program partners to work together. What about Elders in Action, Disability Program, Crime Prevention, etc?
- ONI success in community building is a gauge of the city's progress: The success of community involvement and capacity building is a good measure for our progress to the overall goal of a connected, vibrant, and equitable city. Community building should not just be the job of ONI.
- Broadly Re-examine City Budget Priorities: Take fundamental relook at city budget priorities. Police Bureau is 50% of General Fund and ONI is 6%. Is this the most effective allocation to help us achieve healthier, safer, more engaged communities? Current budget priorities do not reflect the importance of community involvement—they're not fair. Getting people involved and building community capacity is an important element of achieving this vs. skewing the system so heavily toward an enforcement model. Need to rethink fundamentally how to most effectively spend city funds—don't just keep doing it the same way because that's the way we've done it in the past.
- Identify Community Needs vs. Council's Needs in City Budget Process: Currently the City Council gives the city bureaus direction regarding budget process and priorities. We all then work to meet the City Council's needs. What about the community's needs and priorities. We need to challenge the current model and support processes that identify community needs and identify how the City Council can help meet the community's needs (it's always the reverse right now).
- Examine and compare how different city bureaus define "community need" in their budget processes: Now, bureaus pay "lip service" to the idea of "community need." They're supposed to consider it, but each bureau defines it for itself in isolation. No one ever compares these definitions and how they are derived across city bureaus.

- City Council should discuss priorities with community as well as bureau directors: City Council discusses budget priorities and process requirements with city bureau directors. The community should be part of this discussion as well. Open up the key decision processes.
- Recognize we are all community organizers, including ONI (community organizing is an expanded definition)
- Focus on forums for community to be better prepared for budget process
- Partners should intern/shadow each other to learn about each other, better connect, learn about process
- Teach our communities how to track their input, evaluate it, and how to keep the City accountable. Also demand a timeline.
- Community relationship building, information exchange (resources, needs, concerns) to better match and maximize (could be coordinated by Coalitions/ONI)
- ONI recognize the strength of partners and look to them for solutions
- Public input should be allowed to be authentic, not process driven
- Bureaus need to really listen to input. What happens to input after it is given?

Future Meeting Topics:

- Mission/Goals/Values – working draft
- Review Equity Notes
- Guidelines review
- Facilitation team
- Program Prioritization

Next Meeting: Monday, November 30, 5:30pm

Reminder regarding BAC leadership and contacts:

BAC Co-chairs:

- Anne Dufay, Southeast Uplift
- Kayse Jama, Center for Intercultural Organizing
- Jen Tonneson, Rocky Point Marina

The following participate on the BAC Steering committee:

- Christina Albo, Resolutions NW
- Michael Boyer, ONI/Labor
- Polo Catalani, Office of Human Relations
- Paige Coleman, Northeast Coalition of Neighborhoods
- Anne Dufay, Southeast Uplift
- Kayse Jama, Center for Intercultural Organizing
- Judith Mowry, ONI
- Doretta Schrock, North Portland Neighborhood Services
- Jen Tonneson, Rocky Point Marina
- Amalia Alarcón de Morris, ONI
- Amy Archer, ONI

Participants with experience budgeting at the City and ONI volunteered as potential “mentors” to be available to newer folks with questions throughout the process. If you have questions, please contact one of the following volunteers:

- Sylvia Bogert, Southwest Neighborhoods Inc, 503-823-4592, Sylvia@swni.org
- Mike Boyer, ONI Crime Prevention, 503-823-5852, Michael.boyer@ci.portland.or.us
- Nickole Cheron, ONI Disability Program, 503-823-2036, nickole.cheron@ci.portland.or.us
- Anne Dufay, Southeast Uplift, 503-232-0010, anne@southeastuplift.org
- Vicki Hersen, Elders in Action, 503-235-5474, Vicki@eldersinaction.org
- Amy Archer, ONI Administration, 503-823-2294, amy.archer@ci.portland.or.us