

City of Portland - Office of Neighborhood Involvement  
Bureau/Budget Advisory Committee (BAC) Summary Notes  
December 14, 2009

**In Attendance:**

Ann Balzell (Disability Commission), Richard Bixby (EPNO), Baher Butti (CIO/PILOT), April Burris (N Tabor NA), Roland Clarke (IRCO), Betsy Coddington (Resolutions NW), Sunshine Dixon (Urban League), Anne Dufay (SEUL, BAC Co-Chair), Anna Gindlesperger (CIO/PILOT), Vicki Hersen (Elders in Action), Izetta Irwin (Resolutions NW), Jane Netboy (Goosehollow), Jerry Powell (Goosehollow), Midge Purcell (Urban League), Tom Schaper (SWNI/Ashcreek NA), Doretta Schrock (Kenton/NPNS), Mark Sieber (W/NW), Stephanie Solorzano (Resolutions NW), Jen Tonneson (Rocky Point Marina, BAC Co-Chair), Peiru Wang (IRCO)

**ONI Staff:** Amalia Alarcón de Morris, Katherine Anderson (Labor/CP), Kelly Ball (CP), Michael Boyer (Labor/CP), Celeste Carey (Labor/CP), Nickole Cheron (NRC), Brian Hoop (NRC), Michael Kersting (Finance), Judith Mowry (NRC), Teri Poppino (Labor/CP), Stephanie Reynolds (CP)

**Commissioner's office:** Commissioner Amanda Fritz, Dora Perry

**OMF Financial Planning Staff:** Kezia Wanner

**Lead Facilitators:** Eryn Deeming Kehe, Elizabeth Erickson, Lisa Reed Guarnero, (supported by small group facilitators)

**Welcome and Introductions**

Following introductions, Commissioner Amanda Fritz gave some general welcome and updates including:

- Thank you for being here and participating in the process. Thanks to the facilitators for their time and expertise.
- Proud of ONI, Resolutions NW, and the facilitation process over the last 12 months. This process is exemplary.
- Thank you for last year's budget work. We got it funded and that is an amazing accomplishment.
- Council will ask for cuts, but has not decided yet what that will be. Main discussion by Council for setting the budget instructions is tomorrow morning (second half).
- Ongoing budgets will probably have enough to cover so we are not cutting as bad as last year. Bad news is that this year we are approximately 12 million dollars short for programs funded last year with one time money.
- Obviously 1 year more of recession and then hope to move into rebuilding.
- Her goal is to hold on to services and staff as much as possible. Not looking to expand or reorganize.

- One goal is for Resolutions NW and graffiti funding to be kept ongoing. These are some of our most marketable stand alone programs that I can advocate for. She does not have big requests in her other bureaus. ONI budget is a top priority and she is committed to funding things one way or another.
- Graffiti funding, we have been working hard to look at new ways to engage more volunteers in the graffiti program, which we will market to the Council before the budget.
- We will be doing a budget 201 class in January. This will teach how the city puts together all their paperwork. We need citizens to be involved in every bureau budget process. She is not aware of any other bureau that does this kind of collaborative work and would like citizens engaged in every single bureau. More eyes on more bureaus budgets to get the city accountable, efficient, and transparent.
- Go to her website and go to the coming down the pipe page for interesting meetings (<http://www.portlandonline.com/fritz/index.cfm?c=49204>).

## **Overview of Agenda and Decision Process**

Agenda overview.

1. Talk about last years budget decision
2. finalize what a good ONI budget will be
3. Start the resource sharing activity
4. Decide on how to and then we will, prioritize

BAC participants will be provided with red, green, and yellow paper to use when making decisions to function like a stop light.

- Green is agreeable with what has been said.
- Yellow is that you need to slow down, interim stage of readiness
- Red absolutely stop - I am uncomfortable, we cannot move forward as a group

## **ONI Budget Process Guidelines**

The group reviewed the updated ONI Budget Process Guidelines, which have been updated based on feedback at the prior meeting.

ACTION: First consensus decision. Group agreed on the revised guidelines documents.

## **Review of ONI FY09-10 Budget Decisions**

Doretta Schrock provided an overview of last year's ONI Budget process for developing the FY09-10 budget. Refer to slide show presentation (<http://www.portlandonline.com/oni/index.cfm?c=51168&a=277228>).

Note - The numbers do not always add up right since there are different contexts. The numbers are accurate, but things don't always synch up between the different ways it is presented.

- Materials and services are non-people/personnel related. Any external things we have to buy to do the work we do.
- First scenario was the “Right Budget for ONI”, which is what we received. The next are what we are required to do by OMF for cuts to ongoing funding.
- The Office of Violence Prevention and a couple of Mayors programs were passed through the ONI budget. This makes the ONI budget for last year read at 7.5 million and this presentation budget shows 6.5 million for all the actual ONI program budgets. The programs that got moved out of ONI budget process last year got moved after the budget was done. The numbers are done this way so that we can compare apples to apples.
- If you look at the FY2008-9 budget it looks like Crime Prevention went up but it got cut. They assume things are going to go up in their initial planning and that is what they budget including pay raises and benefits expense increases that have to happen. It gets really complicated sometimes.
- We direct people to the budget and if they look at it they will see this lack of congruency. How do we fix it? The reference budgets are online and this data doesn't match up. That turns people off.
- We do budget for contract costs increases, but it shows as a year behind.
- There will be some other one time funding that will drop off this year. One time things that will disappear in next years budget unless they get funded again.

### **Program Prioritization**

Anne Dufay presented some information to discuss regarding how the BAC will approach program prioritization this year. This is required as part of OMF instructions and is used to inform decision making about cuts. The BAC Steering Committee identified 3 options for prioritization for the BAC to consider:

- Option A is what the BAC used last year. There are some lumping groups under larger categories. We were choosing and prioritizing among those few choices. The reason was we were concerned not to pit constituencies against each other. We wanted everyone to get along so we could be successful. This year we looked at it and people felt that it didn't provide enough choice. Some folks may have been ranked lower because they were lumped with others who were ranked lower. Not as much opportunity to rank on actual programs.
- Option B breaks out the programs that were impacted and most concerned about having more choice; it continues the grouping to avoid similar programs with different constituencies but breaks out the livability programs that wound up at the bottom of the list last time.
- Option C is everything broken out and there may be some that are not on the list.

BAC Steering Committee thought that Option B is the best choice because it opens up more programs with different services but doesn't pit constituencies against each other for those programs with similar engagement services.

The group considered the recommended option and there were some yellow cards indicating not full agreement so discussion continued.

- What was the reason we didn't go with option C? We felt B goes to the heart of trying to avoid the adversarial choice where everyone is against each other and we are trying to build alliances. In past times we just went down the list and ranked things. One member recommended doing C and B to see the rankings.
- Another concern is if we have broken down the programs have we gone back to the constituencies to see if they are in line and how they feel. To address that.
- Another point is that this is an ongoing process to work through the issues. It is not going to be set in stone by this process. This is part of responding to the directions that we have gotten. We have to follow the directions we are given and do what makes sense to us/ONI.
- Did the choice made in option B say something about how those programs are viewed by those who made the recommendations? The NRC works with ONI constituencies. There are some elements that would rank differently if they were not clumped. But we had to figure it out somehow. Now we know that there are some things that need to be split out more, but we can still maintain some of the clumps.

**ACTION:** The group voted again and there was consensus to proceed with Option B for program prioritization.

Amalia introduced the prioritization using the option selected. It is not set in stone. When we come back in January we can discuss changes in perception.

- Keep in mind the mission and the equity lens. Who hasn't been at the table in a long time and what programs do we want to build? Equity and equitable focus on programs are important to us.
- Consider mission, goals and values.
- One member asked what happens to the programs ranking at the bottom? A majority of reductions will come from the bottom. Limited one time dollars will be used to save programs at the bottom of the list.
- Last year we made cuts throughout to save some programs. The mayors office is expecting that the majority of cuts come from the bottom of the list.

The BAC voted with the following results:

**Ranking Subject**

**Weight**

1	7 NRC Civic engagement and leadership dev	678
2	1 Crime prevention	551
3	8 Public involvement best practices program	516
4	2 Effective Engagement	478
5	6 Mediation and Facilitation	471
6	4 Information and referral	358
7	3 Graffiti Abatement program	292
8	5 Liquor License Notification	258

Commissioner said that tomorrow Council will be doing the potential decisions on the cuts they will be asking Bureau's to make.

Everybody was asked to go back to your organizations and have discussions around this prioritization. Consider if we had to take a cut what activities can go so that we can keep that part time person on our staff? We will need to respond to OMF's instructions and look at the right budget for ONI. All BAC members are asked to:

1. talk to your constituencies
2. Wait for our email coming in the next week about the numbers, which we will discuss on January 4<sup>th</sup>.

**Future Meeting Topics:**

- o Program Prioritization
- o Budget Cut suggestions

**Next Meeting: Monday, January 4<sup>th</sup>, 2010, 5:30pm**

**Reminder regarding BAC leadership and contacts:**

BAC Co-chairs:

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

The following participate on the BAC Steering committee:

- o Christina Albo, Resolutions NW
- o Michael Boyer, ONI/Labor
- o Polo Catalani, Office of Human Relations
- o Paige Coleman, Northeast Coalition of Neighborhoods
- o Anne Dufay, Southeast Uplift
- o Kayse Jama, Center for Intercultural Organizing
- o Judith Mowry, ONI
- o 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](mailto:Sylvia@swni.org)
- Mike Boyer, ONI Crime Prevention, 503-823-5852, [Michael.boyer@ci.portland.or.us](mailto:Michael.boyer@ci.portland.or.us)
- Nickole Cheron, ONI Disability Program, 503-823-2036, [nickole.cheron@ci.portland.or.us](mailto:nickole.cheron@ci.portland.or.us)
- Anne Dufay, Southeast Uplift, 503-232-0010, [anne@southeastuplift.org](mailto:anne@southeastuplift.org)
- Vicki Hersen, Elders in Action, 503-235-5474, [Vicki@eldersinaction.org](mailto:Vicki@eldersinaction.org)
- Amy Archer, ONI Administration, 503-823-2294, [amy.archer@ci.portland.or.us](mailto:amy.archer@ci.portland.or.us)