

City of Portland - Office of Neighborhood Involvement
Bureau Advisory Committee (BAC) Summary Notes
August 9, 2010

In Attendance:

Christina Albo (RNW), Giedre Astrauskas (OPAL), Sylvia Bogert (SWNI), April Burris (North Tabor), Anne Dufay (SEUL, BAC Co-Chair), Jane Netboy (Goosehollow), Lisa Reed Guarnero (CIO), Tom Schaper (Ashcreek NA, SWNI), Mark Sieber (W/NW), Jen Tonneson (Rocky Point Marina, BAC Co-chair)

ONI Staff: Amy Archer, Michael Boyer (Crime Prevention), Celeste Carey (Crime Prevention), Brian Hoop (NRC), Paul Leistner (NRC), Stephanie Reynolds (Crime Prevention)

Other City Staff and Elected Officials: Tim Crail, Office of Commissioner Fritz

Resource Sharing

Amy provided a summary regarding the topic for discussion. At prior BAC meetings, ONI has provided a brief resource sharing item on the agenda to allow participants to share needs and network with partners on available resources to meet any needs. It had been suggested at the last meeting that perhaps ONI should pursue providing an electronic/online resource sharing tool. Although some concerns were raised at the time regarding relying on electronic communication when some communities do not use that form of communication, it was clarified that the purpose of the tool was for sharing among partners at the table not the broader community (at least at this time). Based on prior online resource efforts using the City's system, there were some concerns regarding the flexibility and security issues related to having such a tool on the City's system. Mark Sieber indicated that the Neighbors West/Northwest website may be able to host such a tool without too much difficulty.

Mark distributed a handout with a rough draft sample of what their site could provide (attached). This draft was based on the following:

- The site is a bulletin board site.
- The issue of a blog that was suggested is that only the newest posts show so you may have to dig for the information. The same is true with yahoo and similar sites.
- The topics would have overall categories and are sorted.
- There would be password available for use by key organizations, which allows us to avoid having to monitor content.
- Suggests 6-8 categories, and just needs feedback from the group on appropriate groupings and then it could be tested.

The group discussed the draft:

- It's a great idea. Really like the Bulletin Board approach.

- Is there an alert system? Otherwise we'll forget to look there. Perhaps a weekly update? This issues was raised by several participants. Mark will research and let the group know at the next BAC.
- Does it have search capacities? Yes.
- One participant raised concern that the intent of the former resource sharing was also to have some relationship building opportunities and connecting with each other through quick exercises. It's a chance to learn about one another and organizations in person. It was stated that the PIAC has good examples of ice breakers and personal sharing.
- Suggested a definition for the purpose of this specific site so that it won't grow and grow into something different or unintended.
- There was general agreement that we should proceed. Mark will research specific issues raised and discuss further at a future meeting.

Neighborhood Small Grants

Amy stated that in the FY11 budget process, the Neighborhood Small Grants program received a substantial cut resulting in approximately 50% funds available for the community compared to the prior year. The BAC had identified that the program may need to change in the current year based on the reduced funding and previously agreed that Coalitions could decide how to approach in each of their areas. Coalitions each reported general information on their approaches:

- SEUL – approaching the same as in the past.
- CNN – doing targeted outreach since limited to approximately \$6,000. Focusing on 1-3 past/current projects that are showing success and could continue.
- SWNI – same as in prior years with an emphasis on applications that document leveraging of funds through partnerships.
- W/NW – same as in prior years and marketing the graffiti grants at the same time. They reduced the maximum amount in order to spread the funds more broadly. Applications receive bonus points if they encourage face to face activities to increase community connections.
- NPNS – their approach is not finalized yet.
- EPNO – partnerships with neighborhood associations are required.
- NECN – not available for update.

Paul encouraged coalitions to finalize their approach soon so that ONI can respond to questions consistently. SEUL also announced that they closed their graffiti grants already and received 10 applications for a total of about twice the funds available. All applications were from neighborhood associations.

Budget Facilitation

Amy summarized that the Budget Workgroup has been facilitated in prior years, typically by a paid facilitator. In FY10 those funds were eliminated so the ONI BAC solicited volunteer facilitators for the budget process. There were three lead

facilitators, approximately 10 support facilitators and all were mentored by Joe Hertzberg (volunteered, but paid facilitator for ONI in prior years) and Judith Mowry (ONI staff). The process was very time intensive for the mentors and the volunteers so we are not likely to get the same folks available to volunteer again. There are no new funds so ONI needs to consider how to facilitate this year – either through volunteers or some staff and partners. Amy requested feedback from the group on what they did/didn't like from the process last year and ideas for the current year.

- Process worked great. The facilitators guided the group well and they were very effective.
- Resolutions NW and others put out the call for volunteers last year. Christina stated that she believes there are facilitators in the community that would be willing to step up.
- It is a really big time commitment.
- Given the funding issues, there is no real alternative.
- Templates (1 page summaries) were very helpful. We need to share impacts and lessons learned since we've now experienced even deeper cuts.
- This last year the mentors were critical but it was very intensive and time consuming. We won't likely get the volunteer, or another lead that is partially paid like last year. Amy asked whether the group felt that starting without a facilitator since there are not issues of conflict usually in initial sharing and updates, but bringing them in later in the process (either paid or volunteer). Several stated that being involved early is how they learn about the group and to read the room. It is a time of building relationship between facilitator and group.
- ONI should see if any of the leads would mentor this year.
- It was suggested that each organization could be assigned a date. ONI could assign Judith to mentor and each organization could facilitate and this would also help with relationship building.
 - One participant stated that they liked that most of the facilitators were actually part of the group before the budget process last time.
 - A concern was shared regarding continuity and that may throw the group off.
 - A concern was shared regarding being impartial. Neutrality was very important in this process.
- The mentor role is very important.
- Appreciated the facilitation and liked the variety and diversity that kept it alive.
- It was suggested that we define the key needs/wants and that may help consider alternatives. Several responded that we have a pretty well defined process and needs/wants. Needs: skilled facilitator, continuity throughout process, neutrality.
- Like the model of the volunteer facilitation last year. Suggest that we ask if some are willing to come back. If we are unsuccessful, then consider

- coming back to the BAC to ask for money (rather have facilitator than food) or consider the partner/organization facilitation as a last resort.
- Need commitment to doing it all the way through for continuity and accountability to the group.
 - It was suggested that we consider trading with another bureau or agency. Consider other resources that may be available. We could offer our services in exchange.
 - Amy agreed that ONI would follow up with prior lead volunteers to determine any interest. Forward any ideas of other potential partners for sharing resources to Amy.

Budget – Representation/Outreach

The group discussed opportunities for outreach and education to get good representation and participation on the budget workgroup:

- Like the idea of an open house to learn about how we do the budget.
- PIAC reviewed the budget process and Parks had early community events but got very low attendance. Suggested a fact sheet or mail out/online to better describe the bureau and process.
- Suggest a survey tool to weigh in on priorities.
- Discussion about the City public meetings being so late in the process. Any chance it could be earlier? PIAC found the best way for involvement is in the BAC. OMF is responsible for the Citywide process so it is outside of our scope as the ONI BAC. All we have control over is the ONI process and the Citywide is another group.
- Suggest personal invitations by each group.
- What product is going to entice people to come? Suggest a focus on the vision for the future, where is it all going? We have the 5 year plan to engage people so it's an opportunity to educate on the budget process and as new money becomes available it helps form our priorities. It was suggested that we also need to be realistic about what the BAC can achieve given the limited resources available and the many things in the 5 year plan that have already been cut back.
- Question – do we want more people for the whole process or just for more input? If for more input then maybe do feedback through social networking or other tools. If we want people involved, we need it to be for the entire process. Getting input when it is late in the game and they don't have all the foundation we build throughout the process is not effective. January is too late.
- Several endorsed the idea of a Budget 101/Orientation for new people to learn about the process and understand why it is important to have their voice heard through this process. Partners should extend personal invitations to appropriate people in their communities and then they can add in the "why should you care?" piece. ONI would also do broad general outreach.
- One participant suggested having a training session of Budget 101 for DCL partners.

- One participant suggested that homeless community is still missing and suggested talking with Sisters, Central City Concern, Street Roots, etc. Several responded that we need to be realistic of how it rewards them. ONI's budget may not be the right product for them to invest their time in.
- It is critical to have the right timing of involving people early before it is time to make decisions. It is too late to invite public in towards the end and have to re-educate.
- One participant asked about the cost of holding a public meeting. Amy estimated about \$250 for security in City buildings after hours, it could be more depending on size.
- One participant stated that they like the City's open house where there are easels all around the room and you can ask specific questions in addition to a survey.
- There was general agreement of support for an orientation to be held in October to orient potential participants to the ONI process and encourage them to commit to the process. There would be both targeted invites from partners as well as an open invite. Perhaps a one hour event separate from the BAC and even video tape it so others can watch online after the fact.

Announcements/General

- Geidre from OPAL Environmental Justice Oregon invited folks to their campaign for buses. There is a meeting on August 10th and a rally on September 1st at City Hall.

Future Agenda items:

- Resource Sharing - update
- Budget Planning continued
- Performance measures
- Standards
- Public Involvement Plan for ONI

Next Meeting: Monday, September 13, 2010, 5:30pm – City Hall



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Community Resources				
Share resources with others in your community				
Forum		Threads	Posts	Last Post
<input type="radio"/>	Jobs & Internships Notices for employment and internship positions	0	0	Never
<input type="radio"/>	Volunteer Opportunities Post notices for volunteers needed	0	0	Never
<input type="radio"/>	Materials Needed Post requests for supplies or equipment	1	1	Need tablecloths 05-19-2010 04:48 AM by Administrator
<input type="radio"/>	Materials Offered Post notices for items to loan or share	0	0	Never

Events				
Events of community interest				
Forum		Threads	Posts	Last Post
<input type="radio"/>	Neighborhood Clean Ups	0	0	Never
<input type="radio"/>	Arts and Culture	0	0	Never
<input type="radio"/>	Block Parties	0	0	Never

Community Issues				
Forum		Threads	Posts	Last Post
<input type="radio"/>	Environmental Concerns	0	0	Never
<input type="radio"/>	Transportation Issues	0	0	Never

Community Issues				
	Public Safety	0	0	Never
	Land Use	0	0	Never

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