



**Agenda**  
**City of Portland Natural Hazard Mitigation Plan Update**  
**4th Steering Committee Meeting**  
Wednesday, November 18, 2015, 4:00 to 6:30 PM  
Wy'East Conference Room, Level L1, 501 N Dixon St., Portland, OR 97227  
Call in Number: 800-523-8437 Code: 707-186-3750



<b>4:00pm – 4:30pm</b>	<b>WELCOME AND INTRODUCTIONS</b>
Solamon Ibe, <i>Chairperson</i> and Danielle Butsick, <i>Planning Team</i>	<ul style="list-style-type: none"><li>• Round-table introductions</li><li>• Request for steering committee membership - PBOT</li><li>• Establish quorum</li><li>• Review the agenda</li><li>• Public comment</li><li>• Review the action items and approve meeting summary</li><li>• Update on hazards of concern</li></ul>
<b>Handout – SC#3</b> Summary	
<b>4:30pm – 5:00 pm</b>	<b>VISION AND MISSION DISCUSSION - BREAKOUT SESSION</b>
Solamon Ibe, <i>Chairperson</i> and Kristen Gelino, <i>Planning Team</i>	<ul style="list-style-type: none"><li>• Present the results of the homework survey</li><li>• Discuss and confirm vision and mission statements</li></ul>
All, <i>Breakout Session</i>	<p><b>Why this matters:</b> The vision and mission statements will help set the stage for the developing the mitigation strategy that will consist of goals, objectives and actions. Vision and mission statements will likely be used on public outreach materials.</p> <p><b>Feedback requested:</b> Discussion of the results of the survey and planning team recommendations. Confirmation of the vision and mission statements.</p> <p><b>Example:</b> I recommend that we combine the second and third recommendations of the planning team. or We don't need a vision and mission statement. Let's choose one.</p>
<b>Handout #1 – Vision and Mission Results</b>	
<b>5:00pm – 5:10pm</b>	<b>BREAK</b>
<b>5:10pm – 5:40pm</b>	<b>VISION AND MISSION DISCUSSION – DISCUSS AND VOTE</b>
<b>5:40pm – 6:15pm</b>	<b>GOAL SETTING DISCUSSION</b>
Solamon Ibe, <i>Chairperson</i> and Kristen Gelino, <i>Planning Team</i>	<ul style="list-style-type: none"><li>• Present the results of the homework survey</li><li>• Discuss and confirm goal statements</li></ul>
<b>Handout #2 – Goal Setting Results</b>	<p><b>Why this matters:</b> Hazard mitigation goals represent what Portland seeks to achieve through mitigation plan implementation. Goals will be used to develop objectives and actions.</p> <p><b>Feedback requested:</b> Discussion of the results of the survey and planning team recommendations. Confirmation of goals.</p> <p><b>Example:</b> Goal #4 seems like it would be more effectively addressed as an objective. or I prefer the wording of goal #6 because...</p>
<b>6:15pm – 6:30pm</b>	<b>PUBLIC COMMENT AND NEXT STEPS</b>
Solamon Ibe, <i>Chairperson</i> and Kristen Gelino and Carol Baumann, <i>Planning Team</i>	<ul style="list-style-type: none"><li>• Public comment</li><li>• Planning process update</li><li>• Introduce next homework item – Objectives, risk reporting and mitigation survey</li><li>• Review action items identified in the meeting</li></ul>
<b>6:30pm</b>	<b>ADJOURN</b>



# MEETING SUMMARY

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**Date of Meeting:** November 18, 2015

**Subject:** Steering Committee Meeting No. 4

**Project Name:** City of Portland 2016 Natural Hazard Mitigation Plan Update

**In Attendance:** **Steering Committee:** Casey Milne, Danielle Brooks, Darise Weller, Darlene Urban Garrett, Dean Stearman, Jeff Soulages, Jeremy O’Leary\*, Jennifer Levy, Jessica London, John Steup, Jonna Papaefthimiou, Karen Tam, Kathryn Hartinger, Kathy Roth, Kate Carone (for Maggie Skendarian), Laurent Picard, Mary Ellen Collentine, Micah Meskel (for Bob Sallinger), Molly Emmons, Nickole Cheron\*, Rich Grant, Rob Lee, and Solamon Ibe

**\*Phone**

**Planning Team:** Danielle Butsick, Carol Baumann and Kristen Gelino

**Non-voting Attendees and Members of the Public:** Allison Boyd and Stephen Bullock

**Steering Committee Members (or alternate)** Dean Alby, Glen Collins, Jeff Geisler, Jim Mattison, Ranfis Giannettino Villatoro, Ronault LS Catalani, Sherrie Forsloff, Simeon Mamaril, and Vincente Harrison

**Not Present:**

**Summary Prepared by:** Kristen Gelino and Carol Baumann – 11/27/2015

**Project No.:** 103S3954

**Quorum – Yes or No** Yes (23 voting members present)

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Item	Action
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**Welcome and Introductions**

- Solamon Ibe, acting chairperson for the November meeting, opened the meeting and facilitated round-table group introductions for all persons present and on the phone. Jessica London was identified as acting vice-chairperson for the meeting.
  - It was determined that a quorum was present.
  - Danielle Butsick introduced Rich Grant from the Portland Bureau of Transportation and Darise Weller from the Portland Harbor Community Advisory Group, both of whom expressed interest in serving as primary members on the steering committee. It was noted that Ms. Weller had previously been serving as an alternate for the Linnton Neighborhood Association. Brief introductions were made and there were no objections to the new members serving on the committee. Ms. Butsick also informed the group that the steering committee member representing the Oregon School Boards Association had resigned from the committee due to a change in employment. No replacement member from the organization was available to serve on the committee.
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Item	Action
<ul style="list-style-type: none"> <li>- Mr. Ibe reviewed the meeting agenda and no modifications were made.</li> <li>- Handouts provided included: Agenda, Vision and Mission Results (HO#1), Goal Setting Results (HO#2).</li> <li>- Mr. Ibe asked if any member of the public wished to address the committee. No members of the public were present who wished to provide comment.</li> <li>- The October meeting summary was inadvertently left out of the meeting packet. Kristen Gelino reviewed the action items from the meeting summary and it was determined that all actions had been completed; however the steering committee roster would need to be revised to include the new members. The formal approval of the October meeting summary will be held off until the December meeting.</li> <li>- Ms. Gelino updated the committee on the hazards of concern. She reminded the committee that at the close of the October meeting they had one member who was opposed to not including air quality as a primary hazard of concern, while the rest of the committee members wished to address it as a secondary or contributing hazard. Ms. Gelino informed the committee that Ms. Butsick and she had spoken with the member after the meeting and after the conversation the committee member agreed to move forward with the hazard as a secondary hazard.</li> </ul>	<p>The planning team will update the steering committee roster.</p> <p>The planning team will carry over the approval of the October meeting summary until the December meeting.</p>

**Vision and Mission Discussion**

Mr. Ibe introduced the vision and mission discussion. Ms. Gelino indicated that the planning team had received a lot of good feedback from the homework survey. She indicated that there were differing opinions on what was meant by “vision” and “mission,” so the planning team was recommending that the steering committee use the definitions established by FEMA in specific reference to mitigation planning. In short, a vision is a desired future state and a mission describes what we do, who we do it for and how. Using these definitions, the planning team recommended that the vision statement for the Portland Comprehensive Plan, which is the implementing plan for the Portland Plan be utilized as the vision statement for the hazard mitigation plan. Ms. Gelino stated that the vision put forth in that plan had been developed from a much more extensive planning process and that the comprehensive plan was supposed to be the guiding document for the community, which the hazard mitigation plan would inform and vice versa. The vision statement is as follows:



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*Portland is a prosperous, healthy, equitable and resilient city where everyone has access to opportunity and is engaged in shaping decisions that affect their lives.*

Ms. Gelino also pointed out that most of the feedback on the 2010 vision statement (to create a disaster resilient city) indicated that people wished to see a reference to equity in the vision and that the comprehensive plan statement addressed both equity and resilience. Concerns were voiced by the steering committee that the vision should be more focused on the plan rather than the whole city, that the statement is too broad, and that the statement needed more specific information. After discussion, the steering committee approved the planning team recommendation and agreed to include increasing levels of detail in the mission, goals, objectives and, finally, actions; although, the approval was not unanimous.

The following dissenting opinion was offered for inclusion in the minutes by committee member Darlene Urban Garrett:

**Contradictory Point of View regarding accepted Vision Statement:**

My work as a community developer is about developing plans as well as implementing plans. I prefer to work toward a clear vision for success. The selected vision does not provide this for the natural hazard mitigation plan. Ideally the plan should include two vision statements, the *comprehensive* plan vision, which is the vision for the city overall and the natural hazard mitigation plan vision, which complements the city's overall vision, but is more relevant to the natural hazard mitigation *strategic* plan.

*Portland is a prosperous, healthy, equitable, and resilient city where everyone has access to opportunity and is engaged in shaping decisions that affect their lives,*

is the vision for a 25-year long-range comprehensive plan. It is an all-encompassing plan and its vision statement reflects this. The natural hazard mitigation plan is an element of this plan, updated every five years, and in my opinion deserves to have its own vision, as every COMPONENT noted in the comprehensive plan vision statement should have its own vision for success. For example, what is the vision for prosperity by 2035 with identified goals toward that end, what is the vision for a healthy community by 2035 with goals toward that end, what is the vision for equitable by 2035 with goals, and resilient? I think our plan develops the vision for resilient, at least until 2021.



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In my opinion, the vision statement for the natural hazard mitigation plan should look more like this:

**By 2021, natural hazard high impact risks are mitigated or are in the process of implementing mitigation strategies and the city overall is more resilient in reducing or avoiding losses from the identified hazards. (Resilient specifically in areas related to life safety, prevention activities, property protection, natural resource protection, emergency services, infrastructure, and public information).The city overall is considered “highly” prepared for natural hazard impacts.**

Ms. Gelino then introduced the planning team recommendation for the mission statement, which was developed from language from the ground rules approved by the steering committee and the feedback received in the comments to the homework survey:

*To equitably reduce the adverse impacts of natural hazards within the City through actions and strategies that are embraced and supported by elected officials and the people of Portland.*

The steering committee then broke out into groups to discuss the mission statement and suggested revisions. After reporting back and discussing the top-rated statements, how the statement would be used, if the statement was specific enough, the term decision-makers versus elected officials, and other semantic issues, the steering committee approved the following statement:

*To equitably reduce risk and the adverse impacts of natural hazards by building community resilience through collaborative actions and strategies.*

It was also noted by the planning team that the development of the mission, goals and objectives was expected to be an iterative process, so these statements would continue to be revisited as the committee moved through the planning process.

**Goal Setting Discussion**

Mr. Ibe introduced the goal setting discussion. Ms. Gelino reviewed the results of the goal setting exercise and reminded the steering committee that they should keep the mitigation types outlined on the first page of the handout in mind while finalizing the goals for the mitigation plan. Ms. Butsick and Ms. Gelino described how the results of the exercise and other plans had been used to draft goal statements. Ms. Butsick indicated that the steering committee should choose five to seven goals that support the mission statement. The steering committee discussed the goals and indicated that the goals should be more stand-alone rather than having various components combined. It was also



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suggested that the steering committee should develop values to help guide the plan, equity should be added to a list of simple goals and/or equity should be listed under each goal as an objective. After discussion, the steering committee asked the planning team to develop more simplistic goals based on the mitigation type bullet points on the first page of the handout and then send the goals out to the committee for approval.	The planning team will draft simplified goal statements and send them out to the committee for review and approval.

**Public Comment and Next Steps**

- Mr. Ibe asked if any member of the public wished to address the committee. No members of the public were present who wished to provide comment.
- Ms. Gelino and Ms. Butsick provided an update on aspects of the planning process that were happening behind the scenes including the Critical Energy Infrastructure (CEI) Hub assessment and identifying the status of actions that were identified in the 2010 natural hazard mitigation plan. Members of the committee from the Linnton area, which is located near the CEI Hub provided some background information on the facilities. Ms. Gelino and Ms. Butsick provided a brief summary of the kick-off meeting that had been held in October with the CEI Hub stakeholders. Ms. Butsick thanked Bureau committee members who have been assisting with the progress report.
- Ms. Gelino noted that homework assignments for the December meeting would address the revised goals, risk reporting areas, natural hazard questionnaire and critical facilities and infrastructure.
- The action items identified during the meeting were reviewed.
- The meeting was adjourned at 6:30 PM. The next steering committee meeting is:

**December 16, 2015 at 4:00 PM**  
**Portland Public Schools Blanchard Education Service Center**  
**Wyeast Conference Room, Level L1**  
**501 N Dixon St.**  
**Portland, OR 97227**  
**Call in number: 1-800-523-8437 code: 707-186-3750**