

## **BHU Advisory Committee (BHUAC) – Community Engagement Plan**

The BHUAC aims to increase community engagement by informing the community about the work and focus of the BHUAC. The Committee would also like to seek feedback from the community especially regarding what topics community members would like to see on the BHUAC agenda.

The following is a list of actionable steps to improve BHUAC transparency and community engagement:

- BHUAC email on BHUAC website
- Updated list of committee member names/agencies
- Publish meeting agendas, minutes, and bylaws on BHUAC website
- Add dates, times and location of BHUAC meetings on BHUAC website
- Publish Calendar of Events on the BHUAC Community Engagement website
- Schedule regular public meetings to inform the community about the committee's work and activities and seek community feedback.

The Plan for increased BHUAC community engagement is to:

- Propose one-hour Kick-Off Community Engagement meeting in the first quarter 2020.
- Create a BHUAC Power Point presentation for the Kick-Off meeting. Suggestions for slides included:
  - BHUAC Mission statement, focus, overview of past, current, and future activities
  - Clarify BHUAC's role as an advisory committee to the PPB Behavioral Health Unit.
  - History of the committee, including significant accomplishments
  - Walkthrough of the BHUAC website with screenshots ([portlandoregon.gov/police/68666](http://portlandoregon.gov/police/68666)). How to navigate the website, find meeting agendas, meeting minutes, meeting summaries, and upcoming events.
  - How to propose agenda items to the committee and/or provide feedback
  - Pictures of BHUAC co-chairs, their bios, etc.
- Going forward following the BHUAC Community Kick-Off meeting the committee will:

- Schedule sessions quarterly (4 times per year) at various community forums.
- Plan meetings 6 months to 1 year in advance. Develop a signup sheet for committee members to rotate coverage at the meetings.