



Strategic Planning for The PCCEP

The Portland Committee on Community Engaged-Policing (PCCEP) is seeking an experienced strategic planning consultant to design and facilitate a participatory planning process that will create a three-year strategic plan for the committee.

About The PCCEP

- I. **MISSION:** To work with the Mayor/Police Commissioner, Portland Police Bureau, and Portland's diverse constituencies to solicit and exchange information between the community and Portland Police Bureau (PPB) to achieve the desired outcomes of equitable policing which exceeds constitutional requirements, and meaningful community engagement with and trust in PPB.

- II. **GOALS:** PCCEP members will independently assess the Settlement Agreement using the tools outlined in this Plan. PCCEP will work to facilitate positive police/community relationships and promote public safety by assessing PPB's current community engagement processes, and developing recommendations and strategies for systems to increase public outreach and engagement with a broad cross-section of the community, to build confidence and improve outcomes. Additionally, PCCEP members will review and make recommendations on PPB policies touching the DOJ Settlement Agreement and/or key areas of concern, including constitutional policing, use of force, interactions with people experiencing mental illnesses, complaint investigations, and racial justice. In order for PPB to effectively build trust with Portland's diverse communities, the communities' concerns must be heard and meaningful action by PPB must be taken. To facilitate this outcome, PCCEP members will also make recommendations in the key areas of concern for Portland's diverse communities based on the communities' articulated experiences and grievances.

Planning Needs

We are currently working from the PCCEP Plan (linked below) as well as the 2012 Settlement Agreement between the City of Portland and the Department of Justice. These documents guide the substantive work of the PCCEP and form the overarching mission of the PCCEP, which is to elevate the voice of the Portland community to improve the trust and relationship between the Portland Police Bureau and the community that it serves.

We want a process that will include City staff, committee members, and Portland community members, that will create a map for the next stage of the PCCEP's direction. The level of detail in that map will be determined during the planning process.

Consultant Qualifications



We are looking for a consultant who will help us design the planning process over the next few months (November-December) and will then facilitate the planning process at a retreat sometime in the spring. The consultant will be working with the committee/staff team of experienced equity practitioners so they will need to be culturally responsive and mission focused.

Additional Documents

PCCEP Website: [Portland Committee on Community-Engaged Policing | The City of Portland, Oregon \(portlandoregon.gov\)](http://portlandoregon.gov)

Full PCCEP Plan: [749650 \(portlandoregon.gov\)](http://portlandoregon.gov)

PCCEP Charter: [758776 \(portlandoregon.gov\)](http://portlandoregon.gov)

PCCEP Bylaws: [20181213 - Revised PCCEP Bylaws as Amended and Approved.pdf \(portlandoregon.gov\)](http://portlandoregon.gov)

SCOPE OF WORK & DELIVERABLES

We expect the project to include:

1. Project Management
2. Design & execution of a strategic planning process that meets the criteria outlined in this description
3. Development of a three-year strategic plan that includes a budget for implementation. This should include:
 1. A project plan that demonstrates a clear understanding of the work to be performed, estimated hours, and other information relevant to the project.
 2. Qualifications of all consulting staff.
 3. Time and Cost projections

GOALS AND TARGET AUDIENCE

The PCCEP envisions the scope of work to be completed in several stages. Work completed in each of the stages will be summarized in a map or other document as a deliverable.

1. Stage 1- Pre-planning: This stage requires the consultant to research the following in preparation for the strategic planning session:
 - Review of the PCCEP's history, conversations with current leadership and staff and overall assessment through gap or SWOT analysis of the PCCEP to evaluate opportunities or concerns

Stage 2- Strategic Planning Creation: At this stage, the consultant helps the PCCEP identify strategic goals and create an actionable strategic plan. The plan will include:

- An executive summary
- A comprehensive plan that identifies: Future Mission and Vision; SMART (specific, measurable, achievable, realistic, and time-limited) Goals; Objectives; Strategies; Tactics; Listing of responsible parties and roles; Outcomes; Measurables



- Optional items to the plan would include > Resource Development strategies > Communication strategies 3.

Stage 3- Plan for Implementation & Evaluation follow-up: This stage requires the consultant to assist the PCCEP in providing a plan for the oversight of the implementation & evaluation process. This process should include:

- Follow-up sessions with Office of Equity and Human Rights staff to gauge the progress of the implementation at 3 and 6-month points after plan implementation
- Gathering of any measurables that would give indication of successful implementation