

PUB 2018 Milestone Dashboard

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Purpose: A dashboard adopted by the PUB will allow identification and informed tracking of prioritized activities with the Bureaus in 2018. This dashboard is not intended to encompass all activities reviewed and acted upon by the PUB. Instead, it is one tool to ensure at the start of the year, in concert with each of the Bureaus, the highest priority activities are identified and tracked at appropriate milestones.

The dashboard should be viewed as a joint tool by the PUB and bureaus to identify only the highest priority activities to be tracked. It could provide a way for us to prioritize items and ensure the Board is delivering focused and maximum value to the citizens of Portland. This tool is intended to be kept simple by limiting the number of priority items to be tracked, as well as reporting kept to a high level of only the most essential milestones.

Development and implementation of a dashboard could act as a powerful tool to increase timely communication between the PUB and bureaus.

One additional benefit of a dashboard being adopted for 2018 is to initiate the learning with implementing such a tool. Typically, any new system has to be tested and road-tested to deliver maximum value. It is to be expected that a dashboard implemented in 2018 will necessarily undergo refinement through a lessons-learned process.

Listed below are two examples of initiatives that might be placed on a dashboard and tracked. As stated above, any items selected for tracking in a dashboard should be jointly selected by the PUB and Bureaus. Thus, the following examples should only be considered selected for discussion purposes.

Example 1: Low Income Program Enhancements

- presentation of options to subcommittee (11/21)
- input and comments provided to the bureau (11/?)
- discussion and review as part of budget process (December – March)
- submission of PUB comments as part of budget process
- assuming approval, identification of performance metrics
- annual tracking

Example 2: BES Strategic Plan Community Relations

- BES plans to work with businesses, residents, educational institutions, nonprofits, and agencies to partner on projects and support private activities that complement our work.
- Develop an inventory of specific organizations and key contacts for outreach. Identify specific tools, forums or direct outreach for each of these organizations/individuals. Present plan to PUB (TBD)
- Conduct outreach and develop report on information gathered. Identify early conclusions. Report to PUB (TBD)