

To: Portland Utility Board (PUB)
From: Amy Archer-Masters, PUB Analyst
Re: Community Engagement Subcommittee Recommendation Summary
On: August 1, 2019

Per PUB direction, a subcommittee met on July 18, 2019 to develop recommendations to expand community engagement with the PUB. This memo documents the overall goals identified and initial steps recommended. The minutes are available [online](#).

Identified Goals for Expanding Community Engagement with the PUB:

- Increase awareness of the PUB
- Hear public input on issues considered by the PUB
- Hold open public dialogue about policy
- Assist with the PUB's oversight role
- Inform PUB decisions and recommendations
- Ensure that PUB members have a sense of customer needs and priorities
- Ensure that customers are aware that PUB exists so that as issues surface they have a channel to raise those issues

Recommended First Steps:

The subcommittee identified that this interest in expanding engagement has been raised repeatedly and that the PUB does not need to wait for a comprehensive plan. The group recommended that PUB focus efforts on expanding engagement on the Lead/Corrosion Control topic and then determine what was effective about those efforts to determine next steps. Key components of this first event would include:

- A public meeting, held in a community that may have the most interest in the topic (if specific area can be identified, otherwise just ensure accessible community location)
- Evening meeting to maximize accessibility.
- Introduction by a PUB member to provide framework for PUB's role, why holding a public meeting, and potential outcomes.
- Establish an outreach list for people that are interested in this topic.
- Make a pitch for anybody interested in being on the distribution list for future PUB meetings and topics.
- Provide a flyer with basic PUB information.

Additional Action Items Identified:

- Identify whether there is a community that is most impacted by lead in water or potentially interested in the topic of lead/corrosion control.
- Get summary results of recent Portland Water Bureau and Bureau of Environmental Services surveys to get a sense of public perception on key issues.
- Develop a flyer with overview of PUB, key workplan topics and link to website.
- Explore options for a bill insert to increase awareness – link to website for PUB.
- Identify existing community events that PUB could piggyback with bureau tabling at to increase awareness (example of Sunday Parkways)