

Portland Utility Board

September 3, 2019

1900 SW Fourth Avenue, 1900 Building, Room 2500C

Meeting #72

Attendees:

PUB Members:

Ana Brophy, ex officio
Brian Laurent, ex officio
Dory Robinson, co-chair
Heidi Bullock, co-chair
Gabriela Saldaña-López (arrived 4:15pm)
Karen Y. Spencer (left 6:15pm)
Mia Sabanovic
Micah Meskel
Robert Martineau
Sara Petrocine, ex officio
Ted Labbe (left at 6:25pm)

Absent:

Kaliska Day*
Karen Williams*

*Notice of absence provided prior to meeting

Staff:

Amy Archer-Masters (PUB Analyst, City Budget Office)
Cecelia Huynh (Director of Finance and Support Services, Portland Water Bureau)
Cristina Nieves (Representative, Commissioner Fritz's Office)
Dawn Uchiyama (Deputy Director, Bureau of Environmental Services)
Erich José Juan Pacheco (Equity Manager, Portland Water Bureau)
Eliza Lindsay (PUB Coordinator, City Budget Office)
Gabe Solmer (Deputy Director, Portland Water Bureau)

Public:

Carol Cushman, League of Women Voters
Tom Liptan, Portlander

Synopsis of Key Issues, Action Items, and Decisions

In these notes the acronym, PUB, stands for the Portland Utility Board.

The Portland Water Bureau presented their 2020-2024 strategic plan and fiscal year 2019-2020 equity program workplan; followed by robust question and answer.

The draft annual report and workplan was discussed.

Key changes to the draft annual report and workplan include

- Clarifying that the workplan equity item includes both internal and external facing equity.
- Reporting on the successful PUB member recruitment and resulting increased diversity of the PUB.
- Adding two new items to the workplan: impacts of homelessness on the bureaus' operations at a level 2 and resiliency planning at a level 3.
- Minor factual and/or grammatical corrections, e.g., total number of ARC meetings; addition of the Washington Park field trip and explanation of the purposes of the field trips; correction of "low-income *discount*" to "low-income assistance;" and adding bylaws as a September subcommittee topic.
- Formatting changes to the workplan section, e.g., using level 1, 2, and 3 instead of high, medium, and low priority.
- In the workplan, highlight intention to have more PUB meetings in community.

Key issues discussed in the meeting include

- Changes to the meeting minutes format
- Better capturing PUB members' skills and experience, both current board and going forward.
- Shortening the annual report in the future so it is more of an executive summary with links to more detailed information online.
- How and to what extent the PUB's work has had impact and including in the annual report more information on the impacts and benefits of the PUB.

DECISION A unanimous decision of all voting members present to adopt the annual report and workplan with discussed changes passed.

Action items include

- **ACTION** Staff to keep list of who PUB has been in communication with and who they are affiliated with and/or represent.

I. Call to Order

The co-chair Dory called the meeting to order. She reminded everyone that the meeting was of community volunteers tasked to advise City Council on items related to the Water Bureau and the Bureau of Environmental Services.

An overview of the [agenda](#) was presented:

- Portland Water Bureau: Equity and Strategic Plan
- Annual Report and Workplan
- Subcommittee Reports

- Next meeting topics

The new sign-in sheets for PUB members and for guests were noted.

II. **Disclosure of Communications**

Heidi had a couple of meetings with BES staff regarding community engagement around Portland Harbor superfund site issues.

Robert had conversations with Commissioners Fritz and Fish that had nothing to do with the Portland Utility Board.

Micah had conversations with Commissioner Fish's office regarding the tree code that were unrelated to the Portland Utility Board.

Ted had meetings with Commissioner Fish and staff around urban forestry alignment with BES tree programs.

III. **Prior Meeting Minutes**

Discussion of changes to the meeting minutes format

- PUB member: I have a question and comment. It seems like we are not attributing specific comments to a particular member. It did make it harder to find and review what I said.
- Co-chair: Thank you for that insight. PUB staff are experimenting with different methods of taking notes.
- PUB staff: When meetings involved a lot of action items and/or decisions, a major change was to provide a synopsis at the top of the minutes followed by more detailed notes. An example is the notes of August 15. The decision to leave out people's name and focus more on roles was an attempt to move away from a verbatim record which tends to read like this person said this and that person said that. Verbatim narrative can make it hard to capture the content, especially when people are converging on an idea. The idea was to better highlight meeting content and to better meet public meeting requirements by more clearly documenting action items, decisions made, and key subjects discussed by making them more visible. In fact, I did not literally quote anyone. I think it is a balancing act. Going forward if you want your name and/or a verbatim quote in the record please let me know.
- PUB staff: We are open to feedback and are trying to make the notes friendly to many audiences. If we moved too far in one direction, we can certainly move back. I hadn't thought about the difficulty of finding where you had said something in the notes.
- PUB member: I think these notes are much more presentable to the general public.
- PUB member: Should we distinguish between voting and non-voting members in notes?
- Co-chair: For documenting votes I think it matters but I don't feel it is necessary for general discussions to make that distinction.
- PUB staff: I want to confirm that when there is a vote, I will document by name who voted yes and no.
- Co-chair: Yes, I think that is required.

- PUB member: I found the notes easier to read and think they will be a useful reference tool.

The draft minutes from the July 31st, 2019, August 6, 2019, and August 15, 2019 meetings, circulated ahead of time, were reviewed. Rob noted that there was a typo in his introduction in the August 6 minutes and it should read bill 26-156. A typo was also noted in the August 15th meeting notes.

The minutes with revisions were accepted.

IV. **Public Comment**

There was a request for any public comment.

Carol Cushman with League of Woman Voters of Portland announced that there will be a meeting on Monday October 21st, 6:30pm in a civic education and engagement format at Multnomah County Building on SE Grand at the foot of the Hawthorne Bridge. Instead of inviting people campaigning for or against ballot measures, the League of Women Voters are inviting staff to speak to the issues that are going to be on the ballot this November. We will address the two water measures.

- There will be background information on Bull Run. What federal regulations are in place now and how are they going to change with the filtration plant?
- The implications of a mutual aid agreement will be discussed.
- After the introduction of the two measures, there will Q&A.
- We will also do a similar thing with Metro’s bond measure. I am not sure if we are going to do the same thing with Portland Public schools bond measure since it came on after we planned for this meeting

Tom Liptan I am here today because I wanted to start attending these meetings in order to provide background information to all of you as it might be helpful. I worked for the Bureau of Environmental Services for 25 years and was hired 32 years ago. I worked on a number of programs, e.g., impervious area fee program, combined sewer, stormwater, and worked on associated regulations. I will come as often as I can, listen, and if I think I might have information I will offer it at appropriate times. Another part of my background: I am a member of several nonprofit groups and am a landscape architect. I am the person who started the green infrastructure work at Bureau of Environmental Services. I suggested rain gardens, eco-roofs, swales.

V. **Brief discussion of refreshments**

- The co-chair passed around a brief survey regarding refreshments and noted a goal was to offer wider array of food items when expecting a larger public turn-out.

VI. **Portland Water Bureau: Strategic Plan (Information) - Gabriel Solmer, Portland Water Bureau**

Presentation: <https://www.portlandoregon.gov/water/79507>

Presentation Summary – There was a high level walk through of the plan. This is a five-year strategic plan for water, just printed about a week ago. PUB has been very involved in the development of the plan. The Portland Water Bureau's (PWB's) last strategic plan ended in 2011. Two years ago PWB decided to embark on another strategic plan. The plan is for 2020-2024. The gap, starting in 2020, instead of 2019, is to allow PWB to prepare for implementation. The plan is unique in taking a risk management approach. We built a risk register of all identified risks to the organization, scored them using 12 different factors, e.g., infrastructure, equity, likelihood, consequences, etc. The plan doesn't describe all the work of the PWB, just the identified risks. It also embeds equity and involves a new mission and new vision, equity, and values statements. We put items into 2 year and 5 year buckets, in terms of prioritizing implementation. It was noted that the budget process should follow the strategic plan. Any program offers included in the budget need to connect with the strategic plan, involve performance metrics, and affordability.

Question and Answer

Performance measures

- PUB Member: How will you get performance measures from these strategies, some of which seem very complicated?
- PWB staff: The document presents high level goals, objectives, and strategies. Strategies, themselves, are still kind of high level. Ultimately this has to go into someone's workplan. We will use a Results-based Accountability (RBA) approach which basically asks what did you do? How well did you do it? Who is better off? What did it change? How did it move the needle? If we are just trying to answer these basic questions, I think it will be easier to analyze performance.
- PUB Member: Will the strategies change? Would you formulate them on the basis of ability to track key performance indicators (KPIs)?
- PWB staff: This is a living document. Strategies may change as a result of the risks changing. So, I wouldn't say strategies would change as a result of how difficult it is to track the data but with what the data shows us about changing risks.

Risk identification

- PUB member: How were risks identified?
- PWB staff: We looked at 12 different factors, 2 measures for equity, safety, financial implications, etc. Measured on a scale of 1 to 5 for both likelihood and consequences.
- PUB member: Did you evaluate other water utilities? Did they do a similar process of risk identification?
- PWB staff: We connected with 12 of our peer organizations to find out how they dealt with risk. Risk is used a lot in Australia and in asset management, but for an entire organization's strategic plan it is not common.

Transition teams

- PUB member: Are the transition teams organized around the general goals categories?
- PWB staff: We have a team for each major objective and the teams are structured to support the sponsor.
- PUB member: There are a lot of teams. Is it challenging for them to find time to work on this and do their day job?

- PWB staff: Yes, this is part of why we're not starting until 2020.
- PUB member: In the future we would be excited to meet some of the transition teams.
- PUB member: How will the transition teams communicate with the bureau?
- PWB staff: Scoping team is a better term maybe than transition team. Even at this early stage it seems to me that this plan is functioning as a permission slip for teams to think more collaboratively. So, hope they will be empowered.
- PUB member: I would like leadership to support the team.
- PWB staff: Leadership is graded on the success of the team, so there is an incentive for leadership to support the team.

CIP planning

- PUB member: You said this will help shape future budgets. How will this effect CIP planning? Will there be a major shift?
- PWB staff: I don't think there will be a major shift. One of the ways we came up with a risk-based plan was following the lead of the assets management team and their risk-focus and that feeds into CIP. So, the risks we came up with are not so different on the capital side from what we knew. It should improve how we complete CIP – the organization, transparency, and we can be more sure we're addressing them. Some of risks are regulatory-driven and those can come out of the seemingly blue-sky, e.g., five years ago couldn't have predicted filtration.

Clarifying question

- PUB member: Are A, B, and C rankings for the objectives?
- PWB staff: There is no priority to A, B, and C. They are just a way to organize the information.

VII. Portland Water Bureau: Equity Program: FY19-20 Workplan (Information) – Erich José Juan Pacheco, Portland Water Bureau

Presentation link - <https://www.portlandoregon.gov/cbo/article/741820>

Introduction to presentation I am the Water Bureau's first Equity Manager and I started about 3.5 months ago. When I arrived the process had already been started about a year and a half+ ago. I had the opportunity to work with staff to assess the strategic plan in terms of equity. Since I was the first Equity Manager, I was not inheriting a workload. The goal for the first year is to lay down a foundation so we can be successful. In this presentation I talk about principles informing the work, connecting it to the strategic plan, and the timeline for the coming year.

Question and Answer

- PUB member: Could the Disability and Access Coordinator you're hiring for be a position to help both BES and PWB?
- PWB Equity Manager: There is only one staff, currently in OEHR. There are not staff embedded in bureaus. So, this is a pilot project to understand how such a position could help in any bureau.
- PUB member: What challenges are you facing in implementation?
- PWB Equity Manager: Sometimes people ask are you asking me to do an additional job, I am already busy with my current job. Yes, in some places we have underinvested and

we will have to allocate resources, but for the average employee it's about how you do your work, not about additional work. It's about asking different questions, considering different criteria.

- PUB member: How are you educating transition teams on equity?
- PWB Equity Manager: We formed an equity planning team. Selected 2 people from every workgroup and 5 of us who participated in RBA training. Will have 6 half day sessions and the first is a capacity building session on why and how to identify equity components.
- PUB member: Were the list of equity risks in the plan general or specific to PWB?
- PWB Equity Manager: Those were ones identified in the PWB risk assessment. Out of all identified risks, about 10% were equity related and the ten I discussed in the presentation had the highest risk scores.
- PUB member: Would you share about your background and who you report to?
- PWB Equity Manager: I report to the Deputy Director of PWB. I have a background in community economic development and natural resource management and a BA in economics and master's in environmental science. I worked in west Africa for four years. For the past 5 years I was managing a global ocean and coastal conservation program focusing on governance and policy and participatory decision-making
- PUB member: Can you give more explanation to equity risk 9 "Failure to authentically prioritize equity" and 10 "Advisory groups are inequitable."
- PWB Equity Manager: These were identified during the risk assessment process which was before I was here. My anecdotal guess for number 9 is that the racial equity plan was developed in 2016 but that there hadn't been enough attention to implementing it, mainstreaming it into operations, and reporting on it.
- PWB Deputy Director: Yes, number 9 is that there was lip service to racial equity but not as much intentionality as there should be. For number 10 regarding advisory groups the issue is: If you're being advised by groups that aren't, themselves, practicing equity, then maybe you are only getting advice from a certain segment of community.
- PUB member: I see you listed as the primary sponsor for internal facing workforce and culture related objectives and as a co-sponsor for some external/community facing objectives? Do you feel like you need to set a priority of where to spend most of your energy and is that more internal or external?
- PWB Equity Manager: Recognizing I am just one person, I think I will have a bigger impact in the community, by focusing internally and creating a culture where everyone understands how equity is part of their job and working to have equity embedded and mainstreamed into workplans and working to increase accountability.
- PUB member: The City and the bureau have had a very hard time valuing equity. There is a budgetary impact. Will you be doing a budgetary impact analysis? What I have learned through negotiating with the City is that the City loves equity except if it costs money. The goal is worthy regardless of the dollar amount, but I think it is important to acknowledge it will cost X amount of money to move the dial.
- PWB Equity Manager: I am working to shift the narrative. Equity should be looked at as an investment, not a cost. It costs more to under-invest in segments of the population. There are different views within the City. I think part of the reason Equity Managers were hired is to start shifting views in the City. You are right, if we don't start looking at how we allocate our resources and start shifting the concept that they are costs we're never going to change that. We have one economist on staff and as part of our asset

management project we're developing a cost-benefit analysis tool that has equity criteria built into it. My hope is that we can pilot it and mainstream it. Right now the City, not just PWB, is more qualitative. It won't happen in this budget cycle, but for future budget cycles my goal is to provide more quantitative evaluation.

- PUB member: I agree it is an investment. City Budget Office doesn't treat it as an investment, but as a cost, and a finite resource. And this is something that this board can help weigh in on. At the end of the day the City budget is a zero-sum game, respect and equity aren't and this board can weigh in but if we don't have a dollar cost it is hard for us to weigh in.
- PWB Equity Manager: We are hiring a data analyst so we can make a business case for equity.
- PUB member: Timeline slide looks very ambitious. How much support do you have from OEHR and partnerships? I caution you not to get burned out.
- PWB Equity Manager: The engagement plan will be in every workplan I have. This isn't starting from scratch, a lot has been done and it will be done with a team over the year. I am just managing. You are right, we will have to re-assess periodically to make sure we are being realistic. And you are right it will be hard work; the systems have had four hundred years to embed themselves into everything.
- PUB member: You had identified you were looking for changemakers in bureaus. I suggest Fabiola Casas. I also encourage you to focus in on the particular historical context of Portland and the black and indigenous folks who live here and have been denied access to City resources. And there is a great article "Equity is the new Coconut Water." (Post-meeting follow-up: "Is Equity the New Coconut Water?" <https://nonprofitaf.com/2014/09/is-equity-the-new-coconut-water/>) If we're going to talk about the problem, also need to talk about anti-racist behavior that needs to be enacted. Calling out what the actual problem is. I also charge you with courage, bravery, and endurance to carry through the plan. This work is an emotional burn-out and it will burn you to the ground. Please know PUB is looking forward to reviewing the master plan as it comes forth. We are also interested in hearing from BES and PWB affinity groups as a bit of a check-in. So, we can hear from the ground, not just leadership, how they see equity work is being implemented. I also recommend listening sessions with the community, not just community-based organizations, but community itself.
- PUB member: I think it was in the Portland Business Journal recent study on equity and inclusion that showed how leadership thinks they are walking the talk but rank and file are not seeing it. I know you have to do a business case, but it is a little disappointing because the business case has been done over and over and over again.

VIII. Break

IX. Annual Report and Workplan (Discussion and Decision) – Amy Archer-Masters, PUB Analyst

Introduction of annual report and workplan PUB staff introduced the annual report and workplan which had been circulated beforehand, highlighting changes and important aspects.

- PUB staff: I used the same basic format, took out some of the detail that seemed extraneous, e.g., meeting dates, and focused on high level topics/themes both for the

report and the workplan. I want to make sure what I captured was accurate and I didn't miss anything important.

- PUB staff: Did I capture all the educational field trips? Anything noteworthy on the trips that you want me to add?
 - PUB member: We went to Washington Park.
 - PUB staff: Do you want me to add anything about these trips?
 - PUB member: They were orientation, overview, and educational.
- PUB staff: There were 8 not 9 administrative review committees and I will correct that.
- PUB staff: Page 5 is meeting topics summarized by general workplan category area. Letters sent by PUB will be attached verbatim.
- PUB member: Portland Harbor superfund presentation was focused on community engagement not allocation. Drop "allocation process" from the description and keep "public involvement."
- PUB staff: The top half of page 6 has a future looking element in describing what the PUB is interested in. I want to make sure everyone is still comfortable with this.
- Correction offered to change "low-income *discount*" to "low-income assistance."
- PUB staff: For the workplan I took the detailed spreadsheet and simplified it. I focused on the topical areas that the PUB hopes to move forward. I left out details such as potential meeting dates for specific topics.
- PUB member had clarifying questions about the stormwater auditor report, listed as a lower priority for the PUB.
- PUB staff: They came and presented on efforts to track results. I think there is an idea to come back and present again when further along.
- PUB staff: Conclusion has always been very brief but if there is something we really want to prioritize this is a good place.

Discussion of possible changes

Miscellaneous

- PUB member: I suggest changing "Equity" in the workplan to something like "Equity – internal and external" since the PUB is interested in both.
- PUB member: Reading page 7 can we change the language so it is less negative and more positive?
- PUB staff: Page 7 captures language already used and in the letters. Going forward, PUB could change language used in communications.

Board Diversity

- PUB member: I think we should report on how the board is much more diverse than it was. We have excitement about what that means about going forward. Is there a place to put that in?
- PUB staff: Yes, we can add some language in the member composition section and can highlight more explicitly the board's increased diversity.
- PUB staff: This can be echoed also in the Staff and Board transitions bullet point.

Discussion of PUB members skill and experience chart

- PUB member: Should this be included?

- PUB staff: We can add that this chart was updated in spring 2019 and flag more clearly that it reflects the prior, not current board.
- PUB member: Would it be good to do a comparison of previous and current board and put it in this report?
- PUB staff: We could do that quickly if we used the exact same survey for the current board. And we might want to update some of the survey questions which would take more time. The comparison could go nicely in the FY 19-20 report.

Changes and Additions to Workplan

- Discussion and clarification of organization of Work Plan Priorities Table on page 9.
 - Suggestion to list them one after another rather than side by side.
 - Suggestion to use Levels 1, 2, 3 as titles instead of High, Medium, Low priority.
 - Suggestion to add an asterisk that says something like “Although this is a lower priority it is still very important to PUB. We are okay with getting written updates.”
 - Suggestion to add a link to detailed workplan.
- PUB member: I would like the PWB Equity Manager to come back and present, where can that be added?
- PUB staff: Equity is one of the PUB’s highest priorities so it would naturally fit in to one of the meeting slots, maybe February?
- PUB staff provided a brief overview of the annual work schedule. The goal of developing an annual workplan in spring is to tailor some of who you are recruiting for in board members and to have a clear idea of policy topics you want to cover. Also, once oriented, new PUB members can dig into the workplan in spring as well.
- PUB staff: Are there any things you specifically want to flag and include in board development?
- PUB member: Since we weren’t all here when topics were brainstormed can we add things?
- PUB staff: I don’t see why not. There is a benefit from new perspectives. There is also already a full plate so there is a need to balance things when bringing forward new ideas. The workplan is also a living document. If a hot topic happens tomorrow, then the workplan can/will shift. Are there things you were interested in bringing forward?
- PUB member: Is there a way to utilize subcommittees to get things that maybe aren’t here, ready to go to the full board?
- PUB staff: Yes, absolutely. Again, the workplan is a living document, you can change it. Putting something in the workplan gives Council the opportunity to give input, to raise issues you may not have thought of, and to have buy-off on the workplan. A question for the PUB to ask itself with particular items: Does something rise to level of the workplan or is it just an agenda item?
- PUB member: I had a couple of items. I am interested in having both bureaus present on cost to operations of the problem of homelessness in Portland. I have been out in community and they feel very strongly utilities are not responding quickly enough to cleaning up homeless camps around their facilities.
- PUB staff: Do people want to add homelessness to the workplan and, if so, what would the priority be and is there anything else missing?
- PUB member: I am also interested in the bureaus’ planning and auditing for resiliency and what steps have been taken. How have they integrated this into standards of their

new construction? What is the cost of resiliency and to what level have they decided to take it on? How has resiliency planning been incorporated would be an interesting topic.

- PUB staff: Resiliency was on workplan in previous years, but not this year.
- PUB member: Maybe some bureau workgroups are there but with resiliency planning not the entire bureau.
- PUB member: This is a big-ticket item, facing aging infrastructure and much was built in areas that are vulnerable because that was the cheap land to build on.
- PUB staff: If we want to add both topics, what should their priority be?
- PUB co-chair: Suggested putting them on the workplan and asked for a priority.
- PUB member: Homelessness is important but also important to think about how much of it is within our scope. I would give it a 2 and the resiliency topic a 3.
- PUB member: We have talked about resiliency before but never homelessness. Are the bureaus participating in the Joint Office of Homeless Services?
- PUB member: Neighbors are angry because they think the bureaus aren't doing enough. It would be interesting to talk about this issue and give some recommendation on the role of the utility in this issue.
- PUB member: Facilities on the east and west side look very different. On the east are fences and on the west look like mansions.

Workplan Schedule and Meetings in Community

- PUB staff: On page 10, I was torn between leaving in the draft schedule or taking it out. The schedule does capture a lot of what is required of PUB and what you have already covered. I also noted open slots in the meeting schedule and the table 2 workplan fills in those open slots. Is the draft schedule valuable or not?
- PUB member(s): Like keeping the draft schedule. It helps people see how things align. Alerts people who are interested in a particular topic about when to check our agendas.
- PUB member: Is this the place where we could capture that we want to have more meetings out in community?
- PUB member: Maybe as a footnote to Table 3?
- PUB staff: You may want to specifically note that you plan to have the lead corrosion control in a community location.
- PUB member: We could add an asterisk after noting the plan for the lead corrosion control meeting to be in community and say this is consistent with our priority to have meetings in community.
- PUB member: Where are we putting our work on bylaws?
- PUB staff: I have it under August and probably need to add to September.

Shortening Report

- PUB staff: At the end of this discussion we have two options we can accept the report and workplan today with agreed revisions or we can wait and review changes in October to make sure all okay with it. We would miss a code deadline but given all the transitions that should be okay.
- PUB member(s): Several PUB members said they were comfortable signing off on it after discussion today.
- PUB member: I would like to see the report be a lot shorter. It's coming from 5 of the 11 members who were here for the previous fiscal year. I feel like much of this report, felt like that in the past too, is copy and paste excerpts. It should be very basic. During the work

session, the co-chairs can talk about what they would like. We've got a brand new group of people approving the work and actions of people who left. Our audience won't read the entire report. I would like to see it as an executive summary with links to the website for the workplan and etc. A small report this year gives us an opportunity for a much more robust report next year.

- PUB member: I love brevity but as a new member and someone considering the board, it was good information. For someone who is familiar it is filler, but for someone who isn't it was good information and allowed me to better understand the board without going into each meeting. So perhaps I would put some of the information in the back, but not delete it.
- PUB staff: Code is pretty prescriptive about what to include. I did try to shorten it and we can be forward looking for next year and look into bigger changes.
- PUB member: Everything is in the bylaws so we can change it.
- PUB staff: Actually it is in the code as well. The bylaws duplicate the code. Code can be changed, e.g., not sure Council wants to have a work session every time we make a report.
- PUB member: I think for now it is fine.
- PUB staff: Sounds like there is interest in brevity in the future and comfort with the changes we've made thus far.

Impact and Benefits of PUB

- PUB member: I think it would be great for the annual report to have what benefits we have brought forward and how we have done it. A table or chart that says by being here we have helped the City in these ways; what service we provide and how we have done it.
- PUB member: I agree it would be good to capture our actual impact.
- PUB member: Code requires report to include a summary of recommendations forwarded to council and a summary of Council actions on the recommendations. Are we meeting that? Tricky, how do you develop that plus/minus inventory on every recommendation we make? A simple example would be the recruitment process. PUB made a recommendation and Council did something a little different.
- PUB member: You would have to track it and have inventory of all recommendations made and outcomes. And report on it annually.
- PUB member: Would have to organize how submit things differently.
- PUB member: I hear you and it hasn't happened in the past. This body has made three reports and budget recommendations every year. I don't recall a time we ever agreed with bureaus submissions and we were vocal about that to City Council. To my knowledge they have followed the bureau's ask not our recommendation.
- PUB staff: Flagging can be helpful, shows how effective you are in advising City Council. Going forward we can do this.
- There was general agreement that tracking this and presenting how effective the PUB is would be good.
- PUB member: So, we could add something to our workplan or somewhere that we intend to go in that direction in the future with our letters to council.
- PUB member: In the past how involved have the Commissioners been with the workplan? How many times have we gotten ideas, suggestions, and improvements?
- PUB member: That is a valid question and one I brought up before. I felt that way about our letters. The letters are not just a declaration but a two-way communication. In my limited time on the board, I have not seen the level of communication I would like back and forth with Council. I hope that increases.

- PUB member: Very few issues where Council has said please look at this. One was with the sale of the terminal. And a few other things. Generally, it comes in the form of a letter.
- PUB member: Commissioner Fritz brought some things to the PUB this spring.
- PUB co-chair: Feedback would be that the board desires City Council communication and engagement with our work. And if there is a way we can reach them better we'd like that feedback too.
- PUB staff: Commissioner Fritz engages actively with advisory boards and some of the items on our workplan came from her office.
- Commissioner Fritz' staff: This is very good feedback and I will share it with my counterpart in Commissioner Fish's office. I know Commissioner Fritz is excited about the new board. This is a perfect opportunity for us all to learn how we prefer to communicate.
- PUB member: It is important that our communications are going to Council and I feel that our conversations are also absorbed by staff and acted upon.

Other Topics discussed during workplan discussion

- PUB member: Date for presentation to Council work session?
- PUB staff: Don't have a date yet, started the ball rolling with the Mayor's office and council clerks. Still working to get some tentative dates.
- PUB member: Within the next year under ordinance we are supposed to have an audit of how effective things have been.

VOTE AND DECISION

- During the conversation Dory raised a motion to adopt the draft workplan with addition of two items - the impacts of homelessness on bureau operations at a level 2 and resiliency planning at a level 3 - and acceptance of the other edits suggested during discussion.
 - Ted seconded
 - Motion passed. Yeses: Dory, Heidi, Gabriela, Mia, Micah, Rob, and Ted. Nos: none. Abstained: none.

X. Subcommittee Reports (Discussion) – Bylaws, Lead Corrosion Control, Mt. Tabor

- Bylaws subcommittee report by PUB staff: There was good conversation and start in August. The September subcommittee meeting can continue bylaws topic and we have confirmed Civic Life staff can attend.
- Lead Corrosion Control report by PUB member: We are making contact with potential presenters. For various reasons, Lorie, the community member PUB suggested including in planning, decided not to formally help plan but gave us good ideas. A lot are in line with what we were thinking, e.g., presentations not just from City staff.
- Mt Tabor report by PUB member: The notes were good on capturing the arc of community's relationship with the bureau. I thought the tour was helpful in setting the stage for future conversation about community proactively working with bureau to look for alternate funding rather than general funds. This is preservation work on infrastructure that is not currently serving the system and is very different than the situation at Washington Park. How can we assist community and advocates to take a step in a different direction?
- PUB staff: There was willingness from those community members to engage in the future with PUB around the issue.
- **ACTION:** PUB member recommended staff keep a list of who we've been in communication with and who they are affiliated with and/or represent.

XI. Next Meeting Agenda

- PUB staff: September subcommittee meeting can continue bylaws work.
- PUB staff: October's meeting will likely be bill redesign, budget monitoring, and other potential topics. We will discuss with co-chairs. There is no October subcommittee topic yet. It might be lead.
- PUB member: I am following up on another PUB member's idea to invite the litigants in the Portland Harbor Superfund Lawsuit to come talk about the lawsuit, perhaps at an October subcommittee?
- PUB staff: It is a great idea to ask and I might not be surprised if they opt not to come talk since in litigation.

The meeting adjourned at 6:33pm.