

## **DRAFT December 14, 2005 Meeting Notes for BIP #9: Public Involvement**

### **Team Members in Attendance:**

Eileen Argentina, Barbara Hart, Brian Hoop, Lynne Coward, Christine Egan, Tim Hall, Linda Hunter, Sandra LeFrancois, Karen Withrow.

### **Team Members Not Present:**

Jo Ann Bowman, Elizabeth Kennedy-Wong, Mary Jo Markle, Art Alexander, Sarah Bott, Laurel Butman, Sue Dicile, Gay Greger, Gretchen Hollands, Beth Kaye, Duke Shepard, Romeo Sosa, Rick Williams.

**Guests:** Paul Leistner, John Ryan.

**Staff:** Maija Spencer

### **1. Greetings/Introductions**

#### **2. Notes from November 30<sup>th</sup>**

Notes from November 30<sup>th</sup> meeting were reviewed. It was recommended that the notes name who made the public comments. In the second bullet under “Discussion ... from coordination meeting included”, add “ideas” to “We need to address the info (*AND IDEAS*) coming from the community...” statement. These changes will be made to the notes. Given these additions, it was moved by Barbara and seconded by Christine to approve the notes.

#### **3. Public Comment**

Paul Leistner made the following comments. He said we should be asking what affects people’s ability to affect change. He has seen often that people participate in a planning process, only to see the plan go nowhere. This becomes symbolic over time and little things like this send a message that public opinion is not valued. We should do public outreach and ask people what worked for them and what didn’t in past experiences with public involvement. We need to focus on culture and behavior changes.

Linda Hunter, of Our United Villages, shared that she feels she cannot continue her participation in meetings, but she would be happy to consult on any outreach questions or reviewing of tools. She encouraged the group to contact her at any time, via phone, 503-546-7499, or email, [Linda@ourunitedvillages.org](mailto:Linda@ourunitedvillages.org).

#### **4. Purpose Statement**

Sandra asked that this item be added to tonight’s agenda. She feels we need to have a purpose statement or some fundamental principles that we can refer to and use to guide our decision-making. It was discussed that this group was given both the adopted public involvement principles (adopted by City Council in 1996) and the proposed public involvement principles (created by the Public Involvement Task Force) at the first meeting. At the time, the team agreed to accept the two versions of the principles as they are for now and use them as guidance. The team also agreed that we could revisit these principles throughout our process to see how everything fits together and possibly add to them.

Sandra suggested several additions. First, if the Mayor provides a definition of community governance, that should be added. Paul mentioned that he has a definition that Elizabeth Kennedy-Wong sent out earlier this year. Second, Sandra would add that City staff need to understand what the needs of the public are. Finally, she would like to add that the City should promote equal access to resources, as she feels currently that the full set of information does not get to everyone.

## **5. Project Classification**

The team began with a review of the discussion at the last meeting, recalling key items such as:

- Value-based classification: economic/social/environmental.
- Each stage of a project may have different tools.
- How to deal with publicly-generated ideas for projects/services?

### **Following this review, discussion included:**

- It was asked how one becomes a stakeholder. It was answered that stakeholders can be anyone: citizens, organizations, neighborhood groups, businesses, etc. – who has an interest in the issue. It was also clarified that part of a scoping process includes not just identifying critical issues, but also identifying who else should be involved.
- The public involvement task force found that the public wanted to be at the table when priorities are being set, such as during the budget process or other long-range planning opportunities. Some bureaus, such as PDOT, have been thinking out 10-20 years and involve the public in these plans, but many bureaus do not do this well, and as a result, they do not have any avenues for the public to be there.
- There are issues on both sides of outreach. In some processes, the outreach is not done soon enough, so that the public hears about it in time. It is also a challenge for public involvement staff to get the public there, or to get more than the usual folks at the table. How do you reach beyond the most organized groups?
- Christine presented the idea of a flow chart that would create consistent methods for different stages of projects (see attached diagrams). The public could use this as a diagram of the process they could expect from every bureau. This team could also decide what tools would fit each step of the process.
- This flowchart idea may help with transparency for bureaus. Maybe this could be presented on the website. For example, a monthly report could show all ideas submitted.
- The public sometimes feels bureaus are focused on their needs, not the public's needs. To overcome this, bureaus need to explain why a process is important for the public to participate in.

- Email lists were discussed, as these are good ways to reach targeted groups. Perhaps there can be a better way to share resources, such as community contacts, regionally (a database?).
- How would this flow chart idea fit into the tools that this team is developing, such as the public involvement plan template? The public involvement plan likely would be one of the tools that the flow chart would direct the user to use.
- Possible design of flowcharts: one for entry that would apply to all projects, one for scoping that would also apply to all, and then separate flowcharts depending on type of project. This would be followed by an evaluation piece for all.
- The public is saying they want to be heard – even a letter saying “no, we can’t do that” is a response, rather than a “black hole.”
- Bureaus need to talk about the values at stake in a project, not just the technical issues. The visioning project will do this for the whole city, but it seems like the values need to be asked about in every project. Would a consistent process address the values issue?

## **6. BIP #1 Survey**

BIP #1 will be conducting a variety of surveys. If any of the members of this team have ideas for questions that should be asked, they should submit them to Liesl Wendt, director of the visioning project.

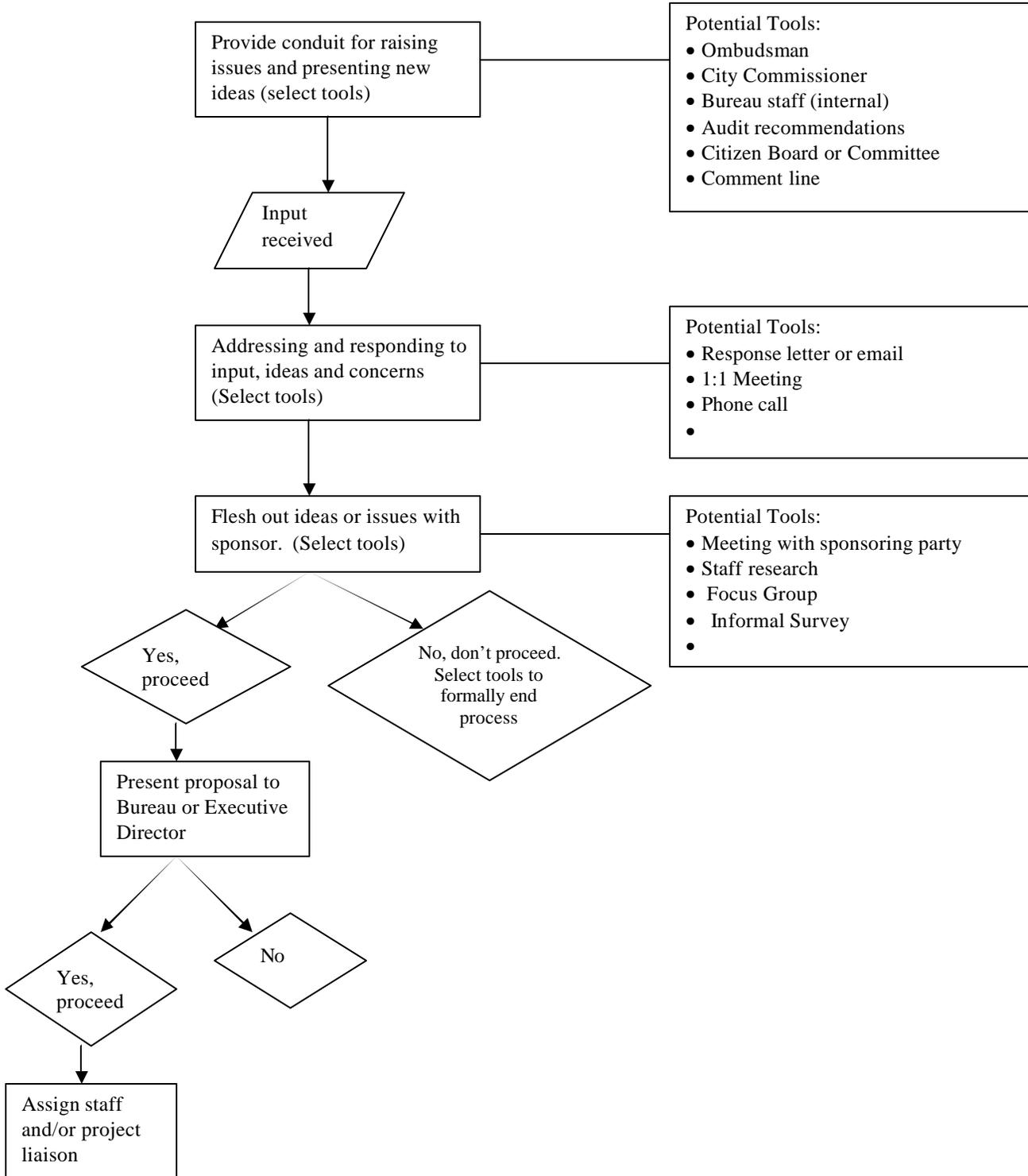
## **7. Next Meeting**

Mayor Potter will be speaking at BIP #8’s meeting on January 4, 2006, 6:30-8:30 pm at Multnomah Arts Center, 7688 SW Capitol Highway. He will be discussing his vision of community governance, so all are invited to attend to hear about this.

The next BIP #9 meeting will be **January 25, 2006, 6:30-8:30 pm at Metro, 600 NE Grand – Room 270**. Potential items for the agenda include: models for checklist, looking at public involvement handbook, discussion of January 4<sup>th</sup> meeting, and reviewing what products this team will create.

## BIP#9 Public Involvement Processes and Tools

### Entry/Intake Phase



**BIP#9  
Public Involvement  
Processes and Tools**

Scoping Phase (Language from Barbara's Scoping Case Study)

