

ONI Budget Work Group Meeting December 11, 2006 Summary of Action Items and Key Decisions

Attendees:

Amalia Alarcon, Katherine Anderson, Richard Bixby, Sylvia Bogert, Anne Dufay, John Dutt, Brian Hoop, Cece Hughley Noel, Ron Laster, Colin McCormack, Judith Mowry, Stephanie Reynolds, Tom Schaper, Gary Slaven, Bob Tomlinson, and Jeri Williams.

Action items & key decisions

- The group developed the following purpose statement: “To use the right process to develop the right budget for ONI.”
- When forming subcommittees:
 - We will ensure that at least one representative of the group that is most concerned (e.g. the one(s) blocking consensus) are the one(s) who help populate the sub-committee.
 - The entire Budget Work Group must consent to the make-up of the subcommittee.
 - The Subcommittee can request a facilitator for its meetings.
- Eric will develop and distribute an instruction cover sheet to accompany the revised suggested decision package form. This form will include Community Connect, as well as refinements from tonight’s discussion on the budget criteria.
- Amalia will ask the Mayor’s Office to clarify, in writing, how the Work Group is to treat ONI initiatives that do not clearly fall within the City’s initiatives.
- The group selected 2.8 for its “Wordsmithing Meter” (“1” is the lowest level of group editing, while “5” requires extensive fine tuning)
- ONI will provide a mid-year report on the status of its various initiatives from last year’s budget.
 - Each program will provide similar updates (using data, anecdote, press clippings, etc.) as they forward decision package proposals.
- Eric will add the following check boxes to the suggested decision packages form: a) Does the package support increased civic participation?; b) Does the idea help “close the communication loop”?
- Last year’s major restructuring ideas will be recirculated for discussion on the current state of these ideas.
- Next meeting January 8, 2007, 5:30PM to 8:30PM. Agenda items will include categorizing & prioritizing decision packages; scheduling and

preparing for the Saturday 1/2 retreat in which there will be decision package presentations.

- The following refinements were made to the group guidelines from last year:

If this is a successful process, we will:

Action

- Reflect community needs (22)
- Develop a common understanding of the Bureau and the budget (14)
- Make good use of everyone's time (5)
- Make consensus decisions (4)

Value

- Be open and honest
- Be respectful
- Be creative and innovative
- Represent all communities
- Keep the big picture in mind
- Maintain our sense of humor

A good ONI budget will:

- Give ONI & partners tools and resources to succeed (19)
- Meet ONI's mission, including citizen involvement (14)
- Meet the needs of constituents (11)
- Be responsive to community connect (10)
- Maximize resources (8)
- Be supported by community partners (8)
- Meet the City's goals, focus areas and initiatives (4)
- Be strategic (4)
- Be solid, supportable, based on evidence & trends (4)
- Be transparent & accurate (3)
- Embrace change: forward thinking, ground breaking (2)
- Build in a review process (2)

Participant feedback

- Good job – covered a lot. Tough to herd this group.
- Good meeting. Perhaps some more opportunity for small group talking would facilitate decision making??
- Good productive meeting. Not just pizza – veggies please. Oh & some sweets chocolate!

