

## **Citywide Public Involvement Standards Task Force**

May 28, 2003 meeting minutes

### **Task Force member Attendance:**

Bryan Aptekar, Parks; JoAnn Bowman, Bowman Consulting; Willie Brown, NECN; Laurel Butman, OMF; Nancy Chapin, APNBA; Carlotta Collette, SEUL; Phill Colombo, CNN; Frank Dixon, NWNW; Tim Hall, Water; Bill Hoffman, PDOT; Brian Hoop, ONI; Sy Kornbrodt, Mult. Co. CAC; David Lane, ONI; Paul Leistner, Mt. Tabor; Arlene Kimura, EPNO; Julie Odell, Hayhurst; Jake Oken-Berg, youth; Jerry Powell, GREAT; Betsy Radigan, NPNS; Scott Seibert, Metro CAC; Corinne Weber, SWNI.

**Guests in Attendance:** Bill Rollins; David Nemo, PDC; Barbara Hart, BOP; Katy Brooks, JD White; Don MacGillivray; Lauri Stewart, IPR.

### **Approval of Minutes**

- Minutes approved for April 23, 2003 meeting.

### **Discussion on definition of Public Involvement**

- International Association for Public Participation adopted core values and code of ethics language passed out. Turns out definition was not on their website. General support expressed for IAP2 concepts. Will find correct definition.
- Suggested language: Public participation gives the public a say in decisions about policies that affect their lives through a partnership between elected officials, public administration and citizens.
- Comments focused on how to describe the partnership between citizens and government and how will you know when public involvement should be used.
- Incorporate IAP2 core values into a mission statement but acknowledge they are not the same thing as a definition.
- Co-chairs, Phil Colombo, Paul Leistner will develop proposal for mission, definition, values statements to bring back to task force.

### **Review of SW Community Plan Public Involvement Principles**

- Corine Weber made a case for why SW Community Plan document embodies the best of public involvement principles that simply need strategies to implement them.
- Suggestion made to review neighborhood plans to collect all public involvement statements.

### **Proposal for Categorizing types of decision-making**

- Laurel Butman provided handout with flowchart describing proposal for organizing the many types of decision-making the City is involved with including: Legislative, Administrative, and Community Organizing.

- ❑ Co-chairs will continue to rework chart. Jerry Powell offers to help.

### **General discussion**

- ❑ Argument made that Standards may not get us to what we want, instead broad principles and best practices laying out strategies to implement them should suffice. Suggestion to follow problem-solving model by identifying problems and developing solutions to fix the problem. Ask instead: What's worked? What hasn't worked? Changes you'd like to see? Why?
- ❑ Suggestion made that all bureaus need to have a bureau advisory committee including both staff and volunteers so that the public are engaged with all bureau decision making efforts from the earliest points possible.
- ❑ Co-chairs acknowledged more work needs to be done to clarify the process for how the Task Force will operate. Will come back at next meeting with proposal.

### **Tally of participants straw vote on priorities.**

(Participant got 3 dots to vote for top priorities from a list of themes identified from public comment. This was a rough exercise that some committee members did not approve of. It is not a binding reflection of the Task Force.)

- ❑ Provide adequate funding and resources for public involvement (12)
- ❑ Improve communications, notification efforts (11)
- ❑ Expand skills training on public involvement for staff and public (7)
- ❑ Engage public at earliest point in process (5)
- ❑ Improve transparency, access to info, how decisions made (5)
- ❑ ONI coordinate city public involvement efforts. (5)
- ❑ Create standard evaluation and feedback for PI (3)
- ❑ Improve outreach efforts for diverse constituencies (3)
- ❑ Require advisory committees for all bureaus and major projects (2)
- ❑ Expand neighborhood assoc. role in city decision making efforts (2)
- ❑ Provide flexibility to fit unique circumstances of projects (2)
- ❑ Improve accountability of participants in PI process. (2)
- ❑ Clearly define stakeholder for each public involvement effort (1)
- ❑ Hold Council meetings in evening (1)
- ❑ Provide neutral facilitation for public involvement processes (1)
- ❑ Utilize electronic technologies to improve public participation (1)
- ❑ Require bureaus to have written public involvement policies (1)
- ❑ Improve public involvement in problem-solving efforts (1)
- ❑ Include PI performance in Bureau Director's performance reviews (1)
- ❑ Improve inter-governmental coordination on public involvement (1)
- ❑ Clarify expectations of role of citizens, staff, and consultants (1)
- ❑ Expand outreach beyond advisory groups, neighborhood assoc., etc. (1)

Post-meeting presentation by PSU student interns followed summarizing their findings on public involvement strategies utilized by 10 community organizations of color leaders they interviewed.