

Citywide Public Involvement Task Force

Meeting Minutes

October 22, 2003

Task Force member Attendance: Bryan Aptekar, Parks; Laurel Butman, OMF; Nancy Chapin, APNBA; Frank Dixon, Neighbors NW; Rey Espana, Latino Network; Jim Gladson, BES; Tim Hall, Water; Bill Hoffman, PDOT; Brian Hoop, ONI; Arlene Kimura, East NA's; Sy Kornbrodt, Mult. Co. CAC; Bobby Lee, Workforce Systems; Paul Leistner; Patti McCoy, Columbia Corridor Assoc; Julie Odell.; Jake Oken-Berg, youth rep.; Jerry Powell, GREAT; Mary Volm, OMF; Corinne Weber, SWNI.

Guests in Attendance: Becky Chiao, Ombud; David Nemo, PDC; Jim Karlock; Wade Nkrumah, Oregonian; Don MacGillivray, Buckman; Christine Egan, PDC

Approval of Minutes: Did not have September 03 meeting minutes ready.

Agenda Overview

What is the role of the task force now?

- We are determining recommendations to be forwarded by the Task Force to ONI Bureau Director, Commissioner in charge and City Council for consideration and possible adoption. Each workgroup will report back at Oct and Nov. meetings. The task force will make final decision at December meeting. Report may or may not be the final decisions adopted by Council. Public review and comment period mid-Dec. thru early February. The task force will consider public comments at February meeting which may or may not incorporate public feedback into final recommendations.

Principles Workgroup

Paul Leistner outlines Principles recommendations. Core categories include: Good Public Involvement, Culture, Community, Process, Evaluation.

Motion: Approve principles as presented. Seconded.

Discussion:

- City employees can't be expected to know who to notify all the time. Needs to include neighborhood coalition role in connecting city bureaus with public.
- There has to be some responsibility upon the neighborhood groups to connect back to their constituencies.
- Concern expressed these principles address a broader range of issues than was originally asked of the Task Force.
- Need to organize a joint meeting of GREAT and the Public Involvement Task Force in fall to identify and resolve conflicts or duplications of issues.

- ❑ Concern that task force will still need to wordsmith. Need to identify how that will happen. Comments can be sent to Jeanne Lawson and Brian Hoop.
- ❑ Concern this proposal conflicts with City staff network who wanted more flexibility. There are too many “shalls” and “must” statements.
- ❑ Clarify we are not suggesting paying people to learn skills but contracting with trainers who can provide culturally appropriate leadership skills training.

Friendly amended Motion: Accept Principles workgroup proposal recognizing there will be time for wordsmithing before a final vote is taken on the full report in December. 19 in favor. No oppose. Passes.

Education and Training

Motion: Accept Education workgroup proposal recognizing there will be time for changes before a final vote is taken on the full report in December. Seconded.

Discussion:

- ❑ Jake willing to volunteer to help reorganize youth recommendation. He wrote a similar proposal to Governor several years ago.
- ❑ Need to include recruitment of youth into boards and commissions.
- ❑ How do we include fiscal impact statements. Do these proposals go forward without budget dollars?
- ❑ Don't see education or principle about how to deal with difficult people, how do you deal with disruptive people. Need ground rules required at meetings.
- ❑ Need to include specific language about creating opportunities for student internships with city staff.
- ❑ Need to acknowledge that the County and Metro should be partners in this effort so that we don't duplicate efforts.
- ❑ The staff training program needs to specifically include project managers and other staff to reinforce the role of working with the public in all our jobs.
- ❑ Include good training in strategic public involvement process design.
- ❑ Concern expressed the youth proposal does not fit as a priority.
- ❑ Rough outlines is a good first step for commitment to concepts. Budget will possibly be worked on in winter and after Council consideration of concepts.
- ❑ Corrine supports the concept of a series of lesson plans for youth and civic issues. Connect curriculum to hands-on internships or community service.
- ❑ Consider grants to help provide lessons. Consortium of youth organizations just got a grant on similar proposal. Need to partner with them.
- ❑ Professor at PSU has created a civics institute for high school students and through the year they implement what they learn.
- ❑ Law of unintended consequences. Concern that using volunteers may not meet the professional needs of bureaus to meet bureau expectations.

Friendly amended Motion: Accept Education and Training workgroup proposal incorporating changes to be adopted into the Task Force report recognizing they will be considered for final vote in December. Seconded. Passed. 17 votes.

Communication Workgroup

Mary Volm presents recommendations with the following changes:

- ❑ First proposal should be create a citywide public information “position”.
- ❑ Need to include reference how city staff will work together to inform public about city services and referral to how to get services from the city.
- ❑ Cable access proposal - drop proposal for cable access show.
- ❑ Need to include under expand language translation that special needs contact info required on each notice.

Motion: Accept Communications workgroup proposal recognizing there will be time for changes before a final vote is taken in December. Seconded.

Discussion:

- ❑ Need to address how to balance the roles of a public information and public involvement position being responsible for the network of staff.
- ❑ Utilize cable access to televise more city events.
- ❑ These proposals are still not connecting with large percentage of population.
- ❑ Concern these proposals are focused on public information when charge was to address public involvement. Does not support public info position.
- ❑ This group seems to be focused on internal city coordination but misses on how we move that information out to the community.
- ❑ Proposal for citywide newsletter is missing. Business community interested in this. Youth advocate likes newsletter too.
- ❑ Business community reps love the communication proposals, especially to create a web based database and cost efficiencies in postage and printing.
- ❑ Should have ability to go to web based map that shows area of impact so people can see if their house is impacted.
- ❑ Web based public comment forms need to provide more comment space.
- ❑ Need to have more city events on cable access. Business reps like that.
- ❑ Concern this is not addressing public involvement in City budget process.
- ❑ Need to better utilize web based newsletters like Sullivan's Gulch.
- ❑ Need larger fonts on Portlandonline.com. We believe it allready does that.
- ❑ The newsletter concept was studied but not forwarded as a priority.
- ❑ Need design standards for print and web material that goes out to the public.

Friendly amended Motion: Accept Communications workgroup proposal recognizing there will be time for changes before a final vote is taken in Dec. Incorporate these ideas: Cable access, citywide newsletter, design standards for print and web material, and (4th idea forgotten?) 15 yeah. 2 abstain. Passes.

To dos:

- ❑ Members asked to committed to making one public presentation in January.
- ❑ Need to include bureau directors as a constituent group.
- ❑ Concern that recommendations may not be ready to go to the Summit.
- ❑ Send out e- copy of text for individuals to suggest wordsmithing changes.