

City of Portland - Office of Neighborhood Involvement
Bureau/Budget Advisory Committee (BAC) Summary Notes
November 19, 2012

In Attendance:

Christina Albo (Resolutions NW, BAC Co-Chair), Barbara Bernstein (Elders in Action), Richard Bixby (EPNO), Sylvia Bogert (SWNI), April Burris (Community Member), Jan Campbell, Betsy Coddington (RNW), Shoshana Cohen (NECN), Leslie Foren (Elders in Action), Ian Fox (PSU student), Mary Loos (Downtown), Jane Netboy (GooseHollow), Victor Salinas (Latino Network), Doretta Schrock (NPNS), Trillium Shannon (RNW), Alison Stoll (CNN).

ONI Staff: Amalia Alarcón de Morris, Katherine Anderson (Crime Prevention), Amy Archer, Michael Boyer (Crime Prevention/AFSCME, BAC Co-Chair), Nickole Cheron (CNIC/Disability), John Dutt (I&R), Brian Hoop (CNIC), Dennis LoGiudice (Graffiti), Teresa Solano (I&R).

Council Offices: Commissioner Amanda Fritz

Other: Yung Ouyang (OMF/FPD - Budget Office)

Welcome and Introductions

Commissioner Amanda Fritz welcomed everybody to the meeting and to a start of another budget process. Following is a brief summary of her comments:

- Unfortunately she could not stay for the entire meeting due to another meeting commitment in Hayden Island.
- Hope to look at revenue sources, example of the cell phone/land line parity issue.
- We are looking at another cut year and after four years of cut years, there are no easy places to cut anymore. The task is to identify the least painful cuts.
- Last year she was successful getting a budget note to return Resolutions NW and Graffiti Abatement program funding to return to ongoing funds.
- We have been strategic in the past and hope we can be again this year.
- The Mayor-elect plans to keep the bureaus under his portfolio for 90 days, but that she plans to still be involved when possible.
- ONI does not tell our story or brag as much as we could about the good work happening. We need to connect the dots for people more often.

Budget 101 Presentation

Budget notebooks were distributed, providing background information about the budget and a resource to be used throughout the budget process.

Amy Archer provided information on an overview of budgeting at the City and at ONI. The presentation materials are available online at <http://www.portlandonline.com/oni/index.cfm?c=59740&a=422190>. A recording of the presentation done in a prior year (content is basically the same, but it provides audio of

the presentation as well) is available at <http://www.portlandonline.com/oni/index.cfm?c=29136>.

Budget Criteria/Guidelines for FY2014 budget development

Co-chairs Christina and Michael led the group in a discussion about the criteria and guidelines for the Bureau/Budget Advisory Committee (BAC) to use as we develop the budget. A copy of the criteria from the prior year was provided in the budget notebook for review. The group broke up into small groups to identify what items were priorities to highlight or change this year. The following items were highlighted as priorities to members of the group:

ONI Budget Process Will (Ground Rules for BAC):

- Be Respectful – including respectful of each other and our time, so if an agenda is light then perhaps we should not meet (particularly on 12/20).
- Be Inclusive – everybody is able to participate in ways that are comfortable for them.
- Provide enough information for informed decisions
- Provide satisfaction and minimize pain
- Lead to results we can all support – and it is our responsibility to raise issues early
- Fairly rank needs – not the same for everyone
- Be transparent
- Hear all ideas
- Provide language accessibility (newly added)

ONI Budget Will:

- Ensure a voice to vulnerable populations
- Be informed by a strategic direction
- Be strategic with what is lost
- Reflect our mission, goals and values
- Enable service levels that achieve high quality customer service *and meets community expectations* (text in *italics* added to prior language).

Other discussion:

- Some of these were more appropriately called “Ground Rules”
- The draft guidelines used in prior year are very lofty goals considering the level of cuts already faced previously and likely to be faced this year.
- The list was very long. People have all been involved in meetings so do we need things like “be respectful”? Other group members stated that yes, it was important to have clear ground rules so that when discussions get difficult we have a reference.
- What does inclusivity mean to us? There was discussion that it is not necessarily broad inclusivity as we do not have the capacity to go beyond those we fund with broad surveys and community input. The inclusivity goal is more for those people in the room – that everybody is able to participate in ways that are comfortable for them.
- Many of these things are already in our values.

- Discussion around the addition of “and meets community expectations”. There was acknowledgement that services provided by the various programs vary significantly so those expectations also vary.

Program Summary Presentations

Each year, ONI begins its budgeting process by providing program overviews so that participants understand the bureau’s programs and services prior to making budget decisions. ONI began with the internal staff presentations on programs. Presentations from partner organizations are planned for the December 10th meeting.

Information and Referral

John Dutt provided an overview of the Information and Referral Program, details were provided in the written program summary available online. A few highlights:

- The I&R services have changed over time, particularly as more programs and agencies have reduced or eliminated front line service staff and customers are unable to get a live person on the phone. I&R answers 90% of their calls within 25 seconds to meet the community’s need to talk to a person for information.
- There has been discussion over the years about implementing a 3-1-1 system in Portland as a central call center for City services. Council recently authorized BOEC to fund a consultant to prepare an implementation plan for the City. The results of the plan will likely go before Council next year but it would take funding to proceed with implementation. One member asked about duplication of services resulting from 311. John responded that it actually consolidates the function to streamline service delivery. Some cities have actually reported savings as they eliminate duplication and improve communication.

Neighborhood Livability – Liquor Licensing

Amy Archer provided an overview of the Liquor Licensing Program, details were provided in the written program summary available online. A few highlights:

- Goals to improve livability and safety by ensuring liquor establishments operate lawfully, ensure community voice and to keep the community informed on alcohol related policy and issues. Very involved in legislative sessions and Oregon Liquor Control Commission policy development.
- Funded through revenues collected. Approximately 2900 licenses in Portland.
- Focus on problem solving with problem locations with licensees, police, crime prevention, OLCC, etc.
- Summarized an example of a location with successful Time Place Manner code enforcement and problem solving – Candlelight Lounge on NE Glisan. Homicide in January 2012, serious incident prompted implementation of an abatement plan to better monitor the establishment. Abatement ended in May 2012 and owner has continued to use the strategies developed with no additional incidents. Montavilla neighborhood was very involved.
- Work on area-wide issues like Alcohol Impact Area and entertainment focused areas.

Neighborhood Livability – Graffiti Abatement

Dennis LoGiudice provided an overview of the Graffiti Abatement Program, details were provided in the written program summary and the powerpoint presentation available online. A few highlights:

- Mission is to improve livability by decreasing graffiti in Portland.
- Services include receive/track graffiti reports (approximately 7,000 per year), free removal, enforcement where free removal not available, coordinate with DA/Police for vandal prosecution, coordinate volunteer education and cleanups.
- Coordinate multi-jurisdiction graffiti task force and annual summit, involving 29 jurisdictions.
- In FY12, coordinated 249 graffiti cleanups and supported over 39,000 volunteer hours dedicated to graffiti abatement valued over \$797,000. Expanded the number of livability teams providing ongoing cleanup to 37 teams.
- Awarded graffiti abatement community grants in 2010 and 2012. First round of grants funded 11 murals at chronically tagged locations and supported development of livability teams for ongoing cleanup. The 2nd round of grants are to be completed this year.
- Grant with Immigrant and Refugee Community Organization to provide job opportunities for diverse youth to clean graffiti in the public right-of-way. In FY2012 cleaned over 10,000 tags.

Crime Prevention

A short video was shown that provided a brief overview of the Crime Prevention Program services – available online at

<http://www.youtube.com/watch?v=iWkRaQgZzts&feature=plcp>.

Community and Neighborhood Involvement Center (CNIC)

Brian Hoop provided an overview of the programs and services and distributed copies of summaries available online. A few general program highlights:

- There has been an increase in the amount of language interpretation and translation services provided.
- Administratively process a substantial number of grant agreements, which results in a lot of paperwork and processing. In spring 2012 there were 54 grants processed.
- Staff coordinate the logistics of the Spirit of Portland awards and the Legislative Agenda events for the City.
- One significant project was working with the PSU Population Research Center to get the 2010 census data available online.
- CNIC has 1 FTE support position shared by all the programs, bureau administration, and shared with 1 FTE in Livability Center.

CNIC – Public Involvement Best Practices Program

Brian distributed a written summary of the program. A few highlights included:

- Staffs the Public Involvement Advisory Council, which includes 35 people from bureaus and community stakeholders.
- PIAC has been working on a number of priority areas, including:

- A survey of bureaus to provide a baseline assessment of public involvement efforts.
- Council passed a public involvement statement required with all ordinance submissions that provides an opportunity to assess the involvement efforts of bureaus. It has been evident that it adds a level of accountability as some community members have raised issues with the content in some of those documents.
- Reviewing ways to improve budget processes to ensure that bureaus have open and accessible dialogue much like ONI does for its BAC. Council has adopted standards for bureaus to meet over the coming years.
- A lead advisor and Policy Expert Group (PEG) for public involvement in the Comprehensive Plan.

CNIC-Disability Program

Nickole Cheron provided an overview of the Disability Program and a written summary with additional details on the program services available online. A few highlights included:

- The Portland Commission on Disability and support staff for the Commission transferred to the Office of Equity and Human Relations in 2012.
- Provide Information and Referral services on disability issues – approximately 1-5 calls per day.
- Community capacity building work such as the Disability Awareness and Making a Difference awards events.
- Working with Connecting Communities Coalition
- Provides technical assistance to bureaus and organizations on disability related issues. One success with involvement on a PEG for the Comprehensive Plan is that a survey was able to include a question about disability and 17% of the responses identified as having a disability. Another example is working with PBOT on outreach to the disability community regarding bridge plate on the street cars and identifying whether proposed solution meets the needs of persons with disability.
- Provides self-preparedness training, with 13 trainings provided and a video in progress. The next round will be a “train-the-trainer” model.
- Provides equity training such as how to improve outreach in accessible ways.
- Coordinates the Public Alerts Additional Needs Registry. Since the rollout of this new tool they are getting a lot more interest averaging about 100 registrants per month. In the first 3 months they have received more registrants than they had in the 3 years under the old system.

CNIC – Diversity and Civic Leadership Program

Brian gave a brief overview of the DCL program and a written summary with additional details available online. A few highlights included:

- Jeri Williams provides oversight, technical assistance and support to the DCL program. It is a capacity building program for community organizations serving people of color, immigrants and refugees to increase participation in civic

governance. The DCL partners (Urban League, Center for Intercultural Organizing, Immigrant and Refugee Community Organization, Latino Network and NAYA Youth and Family Center) will provide more details regarding their work at the December meeting.

- Staff also provide technical assistance to other bureaus and organizations related to effective outreach to diverse communities, recent projects include: Portland Office of Emergency Management, Hayden Island, OPAL outreach, Oregon Action board orientations, and work with the Somali Bajuni communities.

CNIC – Neighborhood Program

Brian gave a brief overview of the Neighborhood program and a written summary with additional details available online. A few highlights included:

- Paul Leistner provides oversight, technical assistance and support to the neighborhood program. It supports Portland's network of 95 neighborhood associations through support to the 7 District Coalitions. The Coalitions will provide more details regarding their work at the December meeting.
- Staff provide training and technical assistance to the neighborhoods, Coalitions, as well as to other bureaus and organizations related to effective outreach in Portland. Some recent examples include coordination of the Cynthia Cumfer financial management trainings, training for neighborhoods on the ABC's of land use, assistance on an East Portland neighborhood boundary issue, and active involvement in the Public Involvement Advisory Council.

Future Agenda items:

- December 10th – focus on remainder of presentations from partners: Elders in Action, DCL program, Resolutions NW, District Coalitions, etc.
- Budget instructions from Council – levels of Cuts

Next Meeting: Monday, December 10, 2012, 5:30pm-8:30pm, Portland Building, 1120 SW 5th Ave, 2nd Floor Room C