

Citywide Public Involvement Task Force

Meeting Minutes

March 24, 2004

Task Force member attendance: Bryan Aptekar, Parks; JoAnn Bowman, Bowman Consulting; Jimmy Brown, ONI; Nancy Chapin, Alliance Portland Neighborhood Business Associations; Phil Colombo, Central NE Neighbors; Frank Dixon, Neighbors West/NW; Tim Hall, Water; Bill Hoffman, Transportation; Brian Hoop, ONI; Steve Hoyt, SE Uplift; Paul Leistner; Julie Odell, Center for Public Participation; Corinne Weber, SW Neighborhoods, Inc.

Guests in Attendance: Becky Chiao, Ombuds; Kathleen Rabemacher; Kyle Brown, J.D. White & Co., Don Mac Gillivray, Buckman NA.

Approval of Minutes: Minutes approved for December 17, 2003 mtg.

Review Updates to Report

Refer to DRAFT dated March 24, 2004 which can be found on the ONI website at: <http://www.portlandonline.com/shared/cfm/image.cfm?id=43577>

Overview

- ❑ Brian reviews changes from February workgroup meetings that were incorporated into DRAFT report handed out at meeting. Number of recommendations reduced from 84 to 30. The charge of each workgroup in February was to prioritize recommendations, merge those where appropriate, drop real low priorities.
- ❑ Key priority is proposal that 1st five recommendations are adopted by ordinance as a package. Three different workgroups roughly came to the same conclusion. This includes adopting the principles of public involvement, bureaus developing PI policies, requiring PI plans for major projects, establishing citywide funding source for PI services, establish PI advisory commission and support staff.
- ❑ Reviewed that once the task force adopts a report it goes to Commissioner in charge of ONI who then submits it to Council.

General comments on overall report

- ❑ Reactions are generally positive. The report flows a lot better. Brian states the report language still needs significant work.
- ❑ Jimmy suggests resolution would be asking Council to adopt principles and other recommendations, some of which might be adopted as ordinances separately.
- ❑ Discussion on what should be ordinance and what should be resolution. Ordinance has no flexibility. But don't underestimate power of a well written resolution. More research is still needed. Brian will begin working with Auditor's office and Commissioner Leonard's staff for advice.

- ❑ Concern that some of the recommendations are still not defensible, meaning not developed to the full extent that a resolution or ordinance would need to be before going to Council.
- ❑ Concern raised about how are we going to do fiscal impact analysis. Over the summer may be an opportunity to do fiscal impact and have bureaus respond. Several recommendations did have preliminary fiscal research during the Mayor's Efficiency Workgroup on public outreach. Each bureau could be asked to estimate what fiscal impact would be on them. Group agrees that its not something we have discussed and does need to be determined who is responsible to do this. Maybe Office of Management and Finance can assist.
- ❑ Concern that some of the diversity/community recommendations, especially about education and training diverse constituencies on how the city works, have been high priorities but are not included in the top five priorities.
- ❑ Bureaus are going to want to weigh in on these recommendations. They are going to want to know the impact on them. What is the proposed timeline, who is taking the lead, what is the history of the proposal, what will each bureau be expected to do. Several months will be allowed for staff review and input.

To do:

- ❑ Create list of what recommendations were cut from previous December version.

Discussion on Culture Workgroup

- ❑ Concern raised about creating new positions. Some felt creating a PI staff position was not included in the original proposal about creating a Commission. Others felt that there needs to be a commitment to adequately support the commission and help guide implement recommendations. Brian reviewed list added in recommendation outlining potential job duties. Some feel the citywide staff positions would create a needed fundamental mindshift challenging bureaus to work together instead of as silo mentality, bureaus working alone. Suggestion to move creation of position into another recommendation. Either needs to be in Auditor or ONI bureau. Some see ONI as advocate role with bias to neighborhoods. Auditor seen as more neutral. Suggestion that the public involvement and information position should be merged into the same position. Others feel they are very different roles. Public information is spin for City. Public involvement is about getting people engaged. New positions will probably be scrutinized the most by Commissioners. Some feel we shouldn't even be dealing with public information.
- ❑ Concern that creating a new commission will lead to more centralization.
- ❑ Suggestion: take out #3: establish stable funding base for public involvement. Move #3 to include with #1, adopting public involvement principles.

Discussion on Community Workgroup meeting

- ❑ "Building Capacity in the Community" proposed as a new category. This would emphasize building the capacity of the neighborhood system to be strong and overcoming barriers to help diverse constituencies to be more engaged. Having strong neighborhood and community groups assists bureaus in doing a better job with outreach. Clarifying comment made that the neighborhood associations will never represent diverse community organizations.

Discussion on Process Workgroup meeting

- ❑ Three priorities in which we need to answer many more questions than we have answers: early engagement, designing PI processes, and implementing PI processes. Group agreed in principle but recognized the devil is in the detail.
- ❑ Comment that these issues are really complex and need to be worked on by people who are working in the bureaus.
- ❑ Issue of early engagement seems to resonate as most critical issue. But defining how early is appropriate to begin public involvement is key.
- ❑ Need to differentiate between early engagement with budgeting vs. policy, planning and capital projects are two very different issues.
- ❑ Need to list Bureau Advisory Committees and other ideas as options for early engagement. Even if we can't have final agreement, we need to be able to suggest options that need more research.

Discussion on Accountability Workgroup meeting

- ❑ Suggestion that #27: Developing a general public involvement process "checklist", goes into ordinance near beginning of report with 1st five proposals.
- ❑ Move recommendation #78 back into report, dealing with evaluation, role of Auditor's office. Someone caught that this was left out.
- ❑ Check with Paul Leistner on which original recommendation correlates with #28, listed as a place holder in the report. This would have bureau directors report to Council with one-year progress reports on implementing these recommendations.

Outstanding Issues to Resolve

- ❑ Suggestion for Sy and Scott to discuss the County and Metro citizen involvement committees at one of the spring meetings. Don describes his role with County and Metro CIC's. Those groups started out strong and grew weaker over time. Staffing and budget challenges. County is an independent organization set by charter.

Proposal for how to complete the work of this group

- ❑ Julie reviews options for completing the task force's work:
 1. One would result in the approval of a final document of recommendations to be implemented as ordinances and resolutions,
 2. The other option would result in the task force approving three things, adoption of the principles of public involvement, bureaus developing pl policies, and creation of a public involvement commission. The report would serve as a work plan for the new commission to implement over time.
- ❑ Opinions were varied. Several support the group finishing the report as a final.
- ❑ Concern raised that one member does not agree with the top priorities. Willing to support moving them forward for review but acknowledge they're not really ready.
- ❑ Could be a combination of both, some recommendations might move forward as ordinances, some might be resolutions.
- ❑ Brian ends saying he will develop a proposed timeline with the co-chairs and get it out early April.