

City of Portland - Office of Neighborhood Involvement (ONI)
Bureau Advisory Committee (BAC) Summary Notes

Monday January 8, 2018

MINUTES

In Attendance:

Sandra Lefrancois, April Burris, Eric Simon, Roger Leachman, Ron Glanville, Kara Carmosino, Robert Gassner, JoAnn Herrigal, Sylvia Bogert, Barbara Bernstein, Adam Lyons, Katy Asher, Christina Albo, Cary Watters, Llundyn Elliott, Molly Mayo, LaShawn McCarthy, Stephen Liu, Adriana Govea, Zinah Sameer, Mark Sieber, Jan Campbell, Carlos Windham, Claire Carder.

ONI/City Staff:

Suk Rhee (Bureau Director), Michelle Rodríguez (Business Ops Supervisor), Mary Schneider (Executive Assistant), Víctor Salinas (EPNO), Doretta Schrock (NPNS), Michael Kersting (Financial Analyst), Yung Ouyang (City Budget Office), Andrea Marquez (Youth Commission), Meg Juarez (Crime Prevention), Dianne Riley (CNIC), Winta Yohannes (Commissioner Eudaly), Nicholas Carroll (Noise Control),

Interpreters

Jessica Dover, Spanish Interpreter
Saoussane Ghosn, Arabic Interpreter

Welcome and Introductions

Public Comment

Elders in Action supports the direction that ONI is moving towards, concerned that ONI is not including older adults in their vision moving forward. Elders in Action is doing similar work as DCL partners, for elder adults. Receive 3000+ calls a month, advocacy priorities. Funding cut would be devastating for Elders in Action. If cuts do happen, elder adults would be silenced.

Coming up, 311 City wide workgroup will be send out a survey in March to survey community partners.

Resolutions NW is holding a Youth Conference on March 10th.

Conflict of Interest Update

We have been out of compliance with state law, which is why this resolution passed. Comments and concerns went unaddressed and there has been new guidance. The City Auditor's office hadn't uploaded all the necessary requirements by the time we made the announcement.

We all have conflicts of interest and we will continue the process of stating them. People with a conflict can engage in discussion or debate but they cannot engage in final decision making. For our purposes, a recommendation is considered a decision.

Proposed Budget Numbers – Program Overviews (See attached spreadsheet and Base Budget handout)

ONI Admin

Adding one full time Public Information Officer, strategic communications interagency agreement with BDS, and Office Support Specialist I for front desk reception.

Public Involvement

Adding one full time Advisory Boards and Commission Management Analyst, council directed ONI to add this position on behalf of the City of Portland, change management, trainings.

Mental Health Specialist - Rethinking position, will have updates at next meeting

Information and Referral

Adds 0.25 full time position to current staff, to make whole 6 positions

Cannabis Program - Update next week

Liquor Licensing Program

Assign staff to the proper funding, Liquor will be paying for itself and paying a portion of the Livability Coordinator.

Graffiti Abatement

Cut the program, program design does not align with ONI's mission. We do not have partnerships from other bureaus. Work may be achieved in other ways throughout the City.

Noise Control Program

Assign staff to proper funding, as well as Noise paying for a portion of Livability Program

Crime Prevention - Update next week

DCL - Update next week

Neighborhood Program

With Graffiti cut, allows additional support from CNIC program assistant.

Non-City Coalitions - Update next week

East Portland Neighborhood Office

Rent to increase, owned by East Portland Neighbors paid to Water Bureau. From \$12 a year to \$27,000. Will be looking at options.

East Portland Action Plan

Requested ongoing funding including Cost of Living Adjustment (COLA)

Youth Commission - Update next week

Disability

Implement new program design, leadership development plan, hope to send program back to the community with funding. Advance disability work across the City.

Elders in Action

Cut this contract, program design does not match ONI's mission, lack of program thinking, one contract to one organization is not a whole program. Need to increase attention to additional communities. Will request one time transitional support, to be presented next week.

Elder Services is a line item that ONI would add, depending on cut would allow ONI to rethink these services programmatically.

Neighborhood Mediation - Update next week

Special Projects

Allows for cushion for unexpected onetime costs, such as DCTU contract changes.

Portland United Against Hate

Will request one time continuation of the position, to carry out the grant process and administering the grants.

City Hall One-Time Security - No funds being carried forward.

Housing/Homeless Outreach

Did not fill second position (Community Engagement Program Specialist), will request one longer term position (Alternative Shelter Program Specialist) as a request to carryforward anticipated unspent funds in Spring BMP.

Public Elections Fund - No funds being carried forward.

Accommodations Fund

We were awarded one time funding last year for meeting needs around accommodations. We would like to continue this funding as ongoing.

Please review the Budget Equity Tool that the Office of Equity and Human Rights Office, has provided. Please use the questions as guidance to consider impact of what has been discussed.

Next Steps

By Jan 22nd

- Discuss strategic direction, including long term goals and metrics.
- Discussion around add, cut, and realign.
- Some BAC practices, citywide standards for advisory boards and commissions.
- Compose BAC Letter
- Budget is due Jan 29th

Break in February

March through June, end of FY 17-18

- Pursuing long term goals, multi-year and annual workplan
- Funding equity topics
- ONI Racial Equity Plan Review
- Advisory Boards and Commissions, practices for BAC

Long Term Goals:
Structures for Inclusion
More Representative Governance
Fulfilled and Empowerd Portlanders

Draft as of 1/8/18

org	Ongoing Gen Fund	Ongoing Overhead	Ongoing Revenues	One-time Gen Fund	Total	Requested Ongoing	Requested One-time	Adjusted	Notes
ONI Admin	685,080				685,080	235,716		920,796	Add strategic communications - PIO 1 FTE + costs (\$180000), IA w/BDS (\$45000), add Offic Suoport (OSSI) through, I&R backfill \$10716 + additional \$31284.
Public Involvement	61,628	63,050		1,861	126,539	151,000		277,539	Adds 1 FTE ABC Management Analyst @ \$115,000 salary/bens plus \$6000 Direct costs + \$30,000 M&S
Mental Health Specialist	56,609	67,161			123,770				Re-think program design with disability
Information & Referral	133,425	167,382	300,807		601,614	19,603		621,217	Adds 0.25 FTE to Bring I&R up to 6.00 FTE
Cannabis Licensing			895,679		895,679				To be updated to reflect permanent staff added in Fall (2 positions)
Liquor Licenseing	49,714		196,000		245,714	41,000		286,714	Shifts .40 OSSII from Noise to Liquor to reflect actual usage. Shifts .05 FTE Livability Coordinator to Liquor (\$6000)
Graffiti	382,677			440,000	822,677	-822,677		0	Program cut. .20 FTE livability Coordinator shifted to Noise/Liquor, .50 FTE to CNIC
Noise Control	316,467		230,000		546,467	-17,000		529,467	Shifts .40 OSSII from Noise to Liquor to reflect actual usage. Shifts .15 FTE Livability Coordinator to Noise (\$18000)
Crime Prevention	1,444,454				1,444,454				HUB move will impact (rent increase of 42%)
Diverse Civic Leaders	961,410				961,410				
Neighborhood Program	441,825				441,825	29,667		471,492	.50 FTE from Graffiti to CNIC (\$40383) .15 I&R Backfill to Admin (\$10716)
Non-City Coalitions	1,721,619				1,721,619				
North Portland NS	307,353		18,824		326,177				
East Portland NO	334,379				334,379				HUB move will impact (rent increase of 42%)
East Portland Action Plan	332,448				332,448	0		332,448	No ongoing changes
New Portlanders	249,980				249,980				
Youth Commission	129,737				129,737				
Disability Program	151,816				151,816	63,000	50,000	264,816	Implement new program design
Elders in Action	160,842				160,842	-160,842	80,000		Program cut \$160842, one time bridge funding \$80000 to close out current grant cycle
Elder Services									Re-thinking program design
Neighborhood Mediation	260,717				260,717				Re-thinking program design - re-open grant process FY 18-19
Special Projects	75,956				75,956	0		75,956	No ongoing changes
Portland United Against Hate				118,235	118,235		118,235	118,235	We will request one-time continuation of the position
City Hall one-time security				94,634	94,634				
Housing/Homeless outreach				230,000	230,000	0			We will request carryforward of anticipated unspent funds in Spring BMP
Public Elections Fund				250,000	250,000				
Accomodations Fund				100,000	100,000	100,000		100,000	We will still request Accomodations Fund ongoing
	8,258,136	297,593	1,641,310	792,869	11,431,769	-360,533		3,998,680	

BUREAU/OFFICE/DEPARTMENT:

SECTION ONE: BASE BUDGET

Bureaus should consider the following questions in developing their base budgets. These questions should clarify how resources could be reallocated within the base budget in order to achieve more equitable outcomes. These questions are most effectively considered in the early stages of budget development when bureau leadership is considering priorities and potential realignments. Please contact your Equity Advisor or City Budget Office analyst for ideas on how to specifically incorporate these questions into your bureaus budget development process.

1. In what areas did you consider the impacts on underserved communities in the development of your base budget?"
2. In what ways have your base budget been realigned and in what ways will these realignments impact communities of color?
3. Are there specific realignments in your base budget that would advance or inhibit your achievement of equity goals outlined in your bureau's Racial Equity Plan?
4. What funding have you allocated for translation, interpretation and ADA (American's with Disability Act) accommodation including ASL (American Sign Language) interpretation and video captioning? What are the impacts of these allocations?
5. Are there deficiencies in the ongoing funding of your base budget that inhibit your bureau's achievement of equity or the goals outlined in your Racial Equity Plan?
6. Identify impacts on workforce demographics in the development of the base budget and relevant decision packages.

To help you answer this question, the following link to the City of Portland's workforce demographic dashboard is provided.

<https://www.portlandoregon.gov/oehr/article/595121>