

City of Portland
Public Involvement Advisory Council (PIAC)

Tuesday, June 4, 2019
5:30 - 7:30 PM
City Hall, Lovejoy Room (2nd floor)
1221 SW 4th Ave.

AGENDA

5:30 Welcome, Introductions, and Review of the Agenda

Vanessa (PBOT), Ethan (OMF), Jessica T (BES), Mark (PSU), Dana (Community at large), Vadim (Community at large), Marisa (PSU), Ashley, Brody (PPD), Michelle de Pass (Housing), Suk (Civic), Pollyanne (Eudaly), Lorraine (Civic), Michelle Rodriguez (Civic), Jane Marie Ford (CBO), Nikoyia (BPS), Michelle Rubin (CBO)

5:40 Public Comment

Congratulations to Michelle.

5:50 Icebreaker

Everybody shared what they were doing ten years ago around this time.

6:05 Members survey

Lorraine shared the results of the members survey sent out with the packet for this meeting.

6:20 Housekeeping

- Bylaws
 - The group began the discussion with how many members (how large) should the body have.
 - Questions were asked related to what can be effective, ineffective related to a the “right size,” with others asking about who are the “right” members to have, quality of the folks in the room versus quantity of people.
 - How many community members versus staff should be representing.
 - It was suggested that high-functioning groups usually have a chair or a smaller group of people who are leading the charge, regardless of staffing levels.
 - It was suggested that there should be a revision of the purpose with a slightly narrower focus that specifically tackles “public involvement to what end?”
 - It was discussed that PIAC had gone through this process in the past couple of years and that it might not be necessary to revisit all these discussions. Staff shared that none of the official documents were adopted through Council and that it is necessary to move forward through the official Advisory Bodies.

City of Portland
Public Involvement Advisory Council (PIAC)

- It was described that quorum needs to be based on total members that had been appointed, not just who shows up to a meeting
- Mark, Ashley, Brody offered to work on the bylaws sub-committee
- **Lorraine will research a little more and send out the documents, so folks can begin editing and the feedback can be incorporated for the July meeting.**
- **Mark will look at historical documents and add those edits for the July meeting**
- **Ashley offered to take edits over the phone and invited any member to call her**
- Membership
 - Lorraine shared the current roster with what she could determine are term end dates.
 - It was brought up that the terms looked correct for some people but did not look accurate for others.
- Recruitments
 - Questions were asked about what type of members we are looking for
 - It was suggested that we need to address the bylaws first before we can move forward with recruitment

Suggested to have two-hour meetings. 5-5:30 eating time, 5:30-6:30PM main agenda, 6:30-7:30PM subcommittee meetings.

Suggested to have shared leadership/facilitation with community members

6:45 Meeting Notes

6:50 Quick Workgroup Reports

- Public Involvement Planning Template Workgroup
 - **Nikoyia will do a crosswalk of the various templates and create one document to refer from/edit for the July meeting**
- Community Impact Assessment Framework Workgroup
 - We would love to have somebody with more institutional knowledge about the purpose.
 - Hearing none, they will work on the bylaw's subcommittee
- BACs & community engagement in City budget Workgroup
 - Began interviewing members of multiple Bureau Budget Advisory Committees (BAC) members to get feedback from community members and from staff about how the BACs function and what purpose they serve
- Advisory Bodies Workgroup

City of Portland
Public Involvement Advisory Council (PIAC)

7:00 Workgroup Breakouts

Workgroups broke out for thirty minutes

7:30 Adjourn