

**City of Portland**  
**Public Involvement Advisory Council (PIAC)**

**Tuesday, August 6<sup>th</sup>, 2019**  
5:30 - 7:30 PM  
City Hall, Lovejoy Room (2nd floor)  
1221 SW 4<sup>th</sup> Ave.

**AGENDA**

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

- Introductions: Name, bureau, and/or community organization affiliation(s)

**5:40 Public Comment**

No public comment

**5:50 Icebreaker**

Vacations

**6:00 PIAC Focus - Feedback**

- Membership - Attributes
- Recruitment

**6:15 Meeting Notes**

**6:20 Quick Workgroup Reports**

- BACs & community engagement in City budget Workgroup

Notes

- Review of survey data and results
- Don't yet have complete count of total number of current BAC members. Survey went out to current and past members.
- Suggestion to remove graphs and focus more on themes
- Key finding is that there is lack of clarity around the role of the BAC
- What problem is the BAC structure intended to solve?
- Recommendation to include a comparison of original PIAC guidelines for BACs to how they currently function; assess intent versus practice.
- Lack of consensus about the goals of the BAC as outlined in the original document

- Bylaws review workgroup

Notes

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- Recommended to change I.A. from “Purpose” to “Goal”
- Recommended to add in third paragraph of I.A.3 the type of committee
- I.C. keep title, remove name
- II. City Role – confusion about the last sentence of the paragraph, “The Bureau’s staff person will recruit and train new PIAC members who represent community-based organizations serving communities of color.” Unclear what this sentence is getting at. Discussion about whether this is too restrictive or not specific enough; some folks suggested adding “in alignment with the City’s equity goals.”
- III. Frequency of Meetings – noted that 12 required meetings get tricky with vacations and holidays. Suggestion to change this to 10.
- IV. Membership and Term. There was confusion about who are the current ex-officios.
  - Concern about the number of seats and the rationale behind the breakdown of active seats versus ex-officio.
  - Also noted conflict between IV.A and IV.C regarding term lengths (3 years) and total cap on length of service (8 years).
- IV.C.2. Question about the burden of incumbents being required to complete a “notice of intent” to continue to serve.
- Top of page 3 – update language to read “elected in charge of the bureau.” (To be consistent with references elsewhere should format as “Elected-in-Charge”.)
- IV.E spell out ORS 174.130
- V questions about conflict of interest. Is that limited to financial conflicts? But it is agreed that this stays because a) it’s required and b) it demonstrates transparency.
- VI.A. “All members serve at the pleasure of City Council and may be asked to resign or be removed at by the Elected-in-Charge.”
- VII. Officers and Subcommittee. Want to revisit this entire section.
- VII. Communications. Flagged this to revisit as it does not match current practices.
  - Noted that there may be an opportunity to outline expectations about how members communicate with each other
- IX. Public Meetings and Records. Question about very last sentence of that section – what is considered to be a “decision”?
- X. Amendment of Bylaws – last sentence doesn’t specify *who* provides approval to amend bylaws.

- Public Involvement Planning Template Workgroup

No update

- Advisory Bodies Workgroup

No update

**7:00 Workgroup Breakouts**

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None

**7:30 Adjourn**

Mark is recognized and thanked for his service on PIAC.

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**Draft PIAC Meeting Agreements:**

Everyone here is wise

We are stronger together

Share the air: Does what I'm about to say lend necessary clarity, address an important point, and/or move the group towards decision-making

One voice, one mic

Listen to understand

Criticize ideas, not people

Bring a spirit of negotiation and co-creation

Honor others' perspectives

**Previously Prioritized Recommendations and Tools**

*List generated from community members, City staff across the several bureaus, and PIAC members*

- Citywide community engagement plan template for projects and policy development
- Citywide community engagement budget study and recommendations (project budget and bureau staffing levels)
- Recommendations on core competencies and scoping of City community engagement positions
- Definition of inclusive and racially equitable community engagement
- Citywide community impact assessment tool