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*enhancing the quality  
of neighborhoods  
through  
community participation*

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**City of Portland, Office of Neighborhood of Involvement  
Great – Guidelines Review Committee Meeting**

Tuesday, February 25, 2003  
8:30 AM to 10:00 AM, Lovejoy Room, Portland City Hall

**MINUTES AND SUMMARY NOTES**

Members Present:

Moshe Lenske, Co-Chair	Woodstock Neighborhood Association
Kathy Bambeck	Bridlemile Neighborhood Association
Nancy Chapin	Alliance of PDX Neighborhood Bus. Assocs.
Cathy Crawford	University Park Neighborhood Association
Leonard Gard	Southwest Neighborhoods, Inc.
Raymond Hites	Lents Neighborhood Association
Brian Hoop	Office of Neighborhood Involvement
David Lane	Office of Neighborhood Involvement
Moshe Lenske, Co-Chair	Woodstock Neighborhood Association
Stanley Lewis	Downtown Community Association
Michael O'Malley	Irvington Community Association
Jerry Powell	At-Large
Mark Sieber	Neighbors West/Northwest
William Warren	Central Northeast Neighbors
<u>Absent:</u>	
Brent Canode	Office of Commissioner Randy Leonard
Patricia Gardner, Co-Chair	Pearl District Neighborhood Association
Charles Shi	Communities Beyond Neighborhood Boundaries
Ruth Spetter	City Attorney's Office

Visitors

Lee Perlman                      Media

*Decisions by this group are subject to change at future meetings.  
Opportunities for public input are at the end of meeting and future workshops.  
The committee approved these summary notes which are final.*

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**Information & Referral  
Center**  
503-823-4000

**Crime Prevention  
Center**  
503-823-4519

**Neighborhood Mediation  
Center**  
503-823-3152

**Metropolitan Human  
Rights Center**  
503-823-5136

**Civic Involvement  
Center**  
503-823-4519

## **Approval of Summary Notes**

- ❑ Motion to approve February 11, 2003 meeting minutes approved with changes:
- ❑ On page 3, Operations of Neighborhood Associations, Communication, the proposal should read: "Neighborhood Associations are encouraged to maintain open communication with eligible members..." (take out "all").

## **Summary Notes for February 25, 2003**

- ❑ Discussion on how GREAT will work with the Public Involvement Standards Taskforce.
- ❑ Motion approved to drop Communities Beyond Neighborhood Boundaries language as written. Proceed with developing new language to incorporate outreach and relationship building efforts with diverse constituencies throughout the Guidelines.

## **Update on Public Meetings Ad-Hoc Group**

### Issues brought up:

- ❑ NW neighborhood asking if they can have an all day elections and if that conflicts with state open meetings law which suggests elections need to take place at a specified meeting.
- ❑ Some neighborhood associations also want to have secret ballots.

### Motions:

- No action.

## **Updates Communities Beyond Neighborhood Boundaries Ad-Hoc Group**

### Issues brought up:

- ❑ Brian suggested CBNB committee meet with the people of color and immigrants/refugees constituency representatives who are getting involved with the PI Standards Taskforce soon.
- ❑ Discussion about how to proceed with this topic in the absence of limited participation of people of color and immigrant/refugee groups.
- ❑ Suggestion to withdraw CBNB category and start over organizing a discussion about how to infuse diverse public involvement efforts throughout the Guidelines, especially with the role of neighborhood offices and ONI.
- ❑ Acknowledge neighborhood associations can get something out of this topic by helping build skills for building relationships with diverse constituencies.
- ❑ Need to discuss this issue with ONI liaisons to each of the commissioners.
- ❑ Discussion about how coalitions interface with County social services and how we include those voices as neighborhood offices increasingly take on an informational and referral service role.

### Motions:

- Motion approved to drop Communities Beyond Neighborhood Boundaries as currently written. Proceed with developing new language to incorporate outreach and relationship building efforts with diverse constituencies throughout the Guidelines.

## **Updates Grievances Ad-Hoc Group**

### Issues brought up:

- ❑ Discussion about the role of executive sessions in Neighborhood Associations and whether they are allowed.

## **Relationship with Public Involvement Standards Taskforce:**

### Issues brought up:

- Discussion on relationship between GREAT and Public Involvement (PI) Standards Taskforce. Concerns raised that GREAT should be leading these discussions or at a minimum are integral to the overall public involvement debate for the City.
- Concern raised that the neighborhood association needs to be the primary vehicle for City bureaus' public involvement strategies.
- Discussion brought up about GREAT representation on PI Standard Taskforce. Also discussed at 2-11-03 meeting. Nancy Chapin will be on taskforce. Jerry Powell will check with Neighbors West/NW re: representation. William Warren also expressed interest.
- Discussion on City's responsibility to prioritize public involvement and acknowledge there needs to be multiple strategies to engage the public.
- Some see PI Standards Taskforce being duplicative of GREAT, others see it as supportive.

## **Operations of Neighborhood Associations:**

### **Communication**

### Issues brought up:

- Discussion on whom are eligible members of neighborhood associations. Should associations be expected to reach all constituents within a boundary, especially if they are not adequately funded to create newsletters and mail distribution to all residents.

*The committee approved these summary notes which are final.*

*The information contained in this document is preliminary and informal in nature and does not necessarily reflect the views or adopted policies of the City of Portland or the final outcomes of this project; the reader should exercise caution in its interpretation.*

## **NEXT MEETINGS**

Tuesday, March 25, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4<sup>th</sup> Avenue

Tuesday, April 8, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4<sup>th</sup> Avenue

Tuesday, April 22, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4<sup>th</sup> Avenue

Prepared by: Brian Hoop, Office of Neighborhood Involvement