

# Public Involvement Standards Taskforce

Thursday, April 22, 2004

5 PM – 7:00 PM, City Hall, 1221 SW 4<sup>th</sup> Ave., Lovejoy Room

**GOAL:** Finalize and approve “Culture and Accountability/Evaluation” recommendations.

## AGENDA

### 5:00 PM Welcome, Introductions

- ❑ Review Agenda, Groundrules
- ❑ Approve minutes of March 24, 2004 meeting
- ❑ Quick review of priority recommendations for implementing all others, such as adopting public involvement principles, etc.

### 5:15 PM Culture recommendations

- ❑ Develop policies and system for providing public access to documentation and responding to public records requests. Provide a paragraph summarizing each Council agenda item. Provide web links to supporting information. Clarify “emergency” ordinances. *(page 34)*
- ❑ Support ongoing development of web-based calendar of public involvement events. Better utilize Portland Community Media (formerly Portland Cable Access) calendar of events. *(page 36)*
- ❑ Implement improvements to PortlandOnline to make City information more accessible and transparent. *(page 38)*
- ❑ Better utilize community resources for project outreach. *(page 41)*

### Accountability/Evaluation

- ❑ Develop public involvement process “checklist to guide bureaus through process of evaluating the level and nature of PI appropriate for a particular government policy, project, or action. *(page 82)*
- ❑ *Placeholder for recommendation about bureau directors reporting to Council with one-year progress reports on implementing these proposals. (Accountability Workgroup)*
- ❑ State responsibility for development and implementation of public involvement plans in public involvement staff position descriptions. Include support for and compliance with public involvement principles and requirements as an element of annual reviews for bureau directors, project managers and staff. *(page 85)*
- ❑ Require documenting public involvement process in ordinance paperwork, “ordinance backing,” before submitting to Council. *(page 87)*

### 6:50 PM Public Comments, Next steps, next meetings

### 7:00 PM Adjourn

**Next Task Force mtg:** Wednesday, April 28, 5-7 PM, City Hall, Lovejoy Room