



CITY OF

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**PORTLAND, OREGON**

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OFFICE OF NEIGHBORHOOD INVOLVEMENT

**AMANDA FRITZ, COMMISSIONER**

Amalia Alarcón de Morris, Bureau Director

1221 SW 4th Avenue, Room 110

Portland, Oregon 97204

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*Promoting a culture of civic engagement*

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**ONI Bureau/Budget Advisory Committee Meeting**

Monday, October 10, 2016, 5:30 PM – 7:00 PM

City Hall, Lovejoy Room

**AGENDA**

- **Welcome/Introductions**
- **Update on Fall BuMP**
- **ONI Staffing Updates**
  - ONI position openings and hiring opportunities (EPNO Director position opening)
- **ONI/CNIC strategic planning** – A key theme of the upcoming audit of ONI is the need for follow-up on initiatives and recommendations in Community Connect's 2008 Five Year Plan for Increasing Community Involvement and the 2005 ONI Standards. We want to hear what do you think should be strategic planning priorities for ONI to tackle in the next few years within existing resources?
  - **Strategic plan for DCL program** – Commissioner Fritz has asked us to prioritize completing a plan for the DCL program including: How to incorporate into City Code? Are we missing any key constituencies to provide services for? What civic engagement services to prioritize? Strategies for advance funding equity?
  - **ONI Standards** – Updating of neighborhood related minimum requirements, grievance processes, open meetings and public records expectations, etc.
  - **Updating City Code 3.96** – Incorporating the comprehensive range of current CNIC civic engagement programs into code including DCL, Elders, Youth, Immigrants and Refugees, Individuals with Disabilities, internal culture change to City public involvement practices.
  - **Updating bureau's name** – A Community Connect recommendation was to update our bureau name to reflect the expanded range of civic engagement programming.
  - **Review of Community Connect recommendations** – Which recommendations have been implemented? Which have not? Is there a need to re-prioritize which recommendations we invest in?
  - **Performance measures** – Shifting how we measure our civic engagement programming from work load/activity measures to effectiveness/outcomes measures. How do we build capacity/resources to track these more challenging metrics?

- **Public Involvement handbook and policy** – The ONI Standards refers to completing a handbook to assist neighborhood associations leadership with navigating City governance and basic nonprofit management and community organizing skills. Second, the Standards refer to ONI completing a bureau-wide public involvement policy to guide how ONI programs engage the public when new rules or initiatives are proposed. Third, CNIC staff have long discussed developing a range of public involvement best practices to help guide City bureaus in their outreach efforts.
- **Others?**
- **Vital documents for ONI** – What are key ONI documents (forms, applications, brochures, web content, reports, etc.) the public accesses that ONI should translate into the 10 Safe Harbor languages identified meeting Title VI civil rights law to make City services accessible for those for whom English is not their first language.
- **Announcements**
  - Recruitment for ONI BAC Steering Committee
- Adjourn

**Next BAC meeting:** Monday, November 14th, City Hall Lovejoy Room