

City of Portland - Office of Neighborhood Involvement (ONI)
Bureau Advisory Committee (BAC) Summary Notes
Monday December 11th, 2017

MINUTES

In Attendance:

Sandra Lefrancois, April Burris, Cary Watters, Oscar Guerra-Vera, Ron Glanville, Roger Leachman, Stefan Saing, Kara Carmosino, Arlene Kimura, Alison Stoll, Sylvia Bogert, Llondyn Elliot, Christina Albo, Elexis Moyer, Eric Simon, Stephen Liu, Barbara Bernstein, JoAnn Herrigel.

ONI/City Staff:

Suk Rhee (Bureau Director), Michelle Rodríguez (Business Ops Supervisor), Mary Schneider (Executive Assistant), Víctor Salinas (EPNO), Dianne Riley (CNIC), Doretta Schrock (NPNS), Michael Kersting (Financial Analyst), Brandon Goldner (Cannabis), Andrea Marquez (Youth Commission), Kari Koch (PUAH), Marco Mejia Yopez (CNIC), Winta Yohannes (Commissioner Eudaly's Office), Yung Ouyang (City Budget Office).

Public Comment

Nothing at this time.

Review Use of Gender Pronouns (see handout)

Gender pronouns can be used in place of proper name. They can be used in meetings, panels, and other events as a way to introduce self, so that others do not assume gender. If you make a mistake, correct yourself, apologize, and move on. Do not assume gender pronouns by how they look or present themselves.

Welcome and Introductions

Suggestion to have participants write preferred gender pronouns on name tent.

Revised Conflict of Interest Form

We have separated the "Conflict of Interest" form from the "How I Identify" form. The "Conflict of Interest" form is required and the "How I Identify" form is optional. Council passed a resolution on transparency and accountability (see attached).

When you have a potential conflict of interest, you must announce publicly the potential conflict prior to taking any action. When you have an actual conflict of interest, you must announce publicly the nature of the actual conflict and refrain from participating as a public official in any discussion or debate on the issue out of which the actual conflict arises or from voting on the issue. We are asking for and sharing declared conflict at each meeting so that we are aware of who we are representing and what areas we need to do more outreach in. We will make sure the minutes reflect the members and COI declared on their statement for each meeting. ONI will schedule a 45 minute training on this topic immediately prior to the next BAC mtg (e.g., 4:15-5:00 pm) on Jan 8, 2018

Review Long Term Goals (see attached handout)

Reviewing metrics

- What is a measure that reflects the impact on the lives of the next generation?
 - Free/reduced lunch
- Voting participation in local elections, as captured by the Office of the Auditor, City of Portland.
 - Some populations are not able to vote.
 - Add context to what you are preparing.
 - Support programs that registers people/communities to vote.
- Streamlined governance and institutional transformation as a result of partnerships between ONI and City bureaus
 - Communities have been left out

We need to determine how to measure inclusion and the outcomes we hope to achieve. We also need to strive for clarity around each measure, including why and adding context.

Concepts, equity and inclusion, may be beneficial to add to ONI's mission. Metrics are intended to measure our progress. Please send comments and feedback to ONI staff.

Review Initial Leadership Team Recommendations

Review and discuss initial recommendations for adds/cuts (see handout)

Cannabis Program Overview

VALUES

- Focus on Equity
- Public Safety
- Local Investment
- Smart Industry Growth
- Sustainable, Ethical Cannabis
- Consumer Options
- Consistency in Rules
- Legal Business Protection
- Community Input
- Assistance in Regulation

FOCUS on EQUITY

- Portland recognizes the harm caused by cannabis prohibition.
- We also see that the benefits of cannabis regulation are not being equitably shared with communities of color.
- To that end, we **regularly meet with minority cannabis business owners, consultants, and activists** to hear feedback on how Portland can do better to support minority-owned businesses and lower barriers to entry.
- Commissioners Eudaly and Fritz have also **convened a steering committee to allocate about \$500,000** in local cannabis tax revenue. Viewed through a social justice lens, record-clearing and expungement, small business support, workforce development, and other efforts will be funded by Portland's local cannabis tax dollars.
- Portland will continue to **view cannabis policy decisions through an equity lens**, and will work to ensure the benefits of legal cannabis are reaching all communities, particularly those communities most negatively impacted by cannabis prohibition.

Community and Neighborhood Involvement Center (CNIC) Program Overview

- CNIC stands for Community & Neighborhood Involvement Center and is comprised of these programs, lead by exceptionally skilled and experienced staff. Many people in the room may be familiar with this work:
 - Disability Program
 - Diversity & Civic Leaders Program
 - Neighborhood System
 - New Portlanders Program
 - Multnomah Youth Commission
 - Special Projects
- While we do important and exciting work advancing many of the core functions of ONI, we nevertheless epitomize “silo-ed” work, that is forfeiting the opportunity to work holistically to address large challenges and issues by approaching issues as the “problems” of a singular constituency without recognizing the interrelatedness of those same issues. The CNIC Team has a long-standing desire to work more collaboratively and bringing a strong intersectional approach and analysis.
- As we move into 2018, not only will we be continuing to advance the ONI mission, but our CNIC Team finds deep resonance with the new goals, which speak to the need for a strong intersectional approach and analysis. We believe we can move those goals by creating a body of work that pulls in the knowledge and strengths of our current program work to provide what we hope will yield a set of products, tools and synergies from working together.

Questions to group: How can we erase lines, rethink, and connect on a broader perspective?
How should we invest to support people, place, and institutions?

We are missing people’s stories, need to share

Cross cultural and place together

Blurring the lines, a little bit between coalitions

Cannot keep kids in isolation, expose groups to other people/communities

Updates and Announcements

None at this time.

Office of Neighborhood Involvement Budget Advisory Committee (short) Pronoun Training

To build inclusive, safe and liveable neighborhoods we must always challenge, educate and evaluate ourselves. Respecting all gender pronouns is respecting the communities ONI wishes to serve.

These are some possible pronouns but there are plenty more!

Type	Name	Example
Feminine	She, Her, Hers	She went to the store I spoke to her It was her apple
Masculine	He, Him, His	He went to the store I spoke to him It was his apple
Neutral	They, Them, Theirs	They went to the store I spoke to them It was their apple
Neutral	Ze, Zem, Zeirs	Ze went to the store I spoke to them It was zeir apple
Neutral/Otherkin/Non-Binary	It, Its, Itself	It went to the store I spoke to it It was it's apple

Other kinds of pronouns: Ve, Vers, Verself - Xe, Xem, Xemself - Ze/Zie, Hir, Hirself

To learn more visit:

<https://blog.cultureamp.com/why-sharing-preferred-gender-pronouns-at-work-matters>

RESOLUTION No. 37328 As Amended

Enhance community service opportunities and strengthen the transparency and accountability of City advisory bodies (Resolution)

WHEREAS, local government works best when community members and government make decisions collaboratively, and robust public engagement is essential to sustaining this partnership; and

WHEREAS, effective public involvement strengthens public trust, better addresses the needs and priorities of the community, and increases the legitimacy and accountability of government actions; and

WHEREAS, opportunities to serve and volunteer should be accessible and meaningful to a broadly representative group of community members; and

WHEREAS, the City of Portland is committed to transparency and accountability, and to effective community involvement in government decisions; and

WHEREAS, the City has over 100 advisory bodies (boards, commissions and committees) that provide valuable guidance to City bureaus and the Council on a wide variety of issues; and

WHEREAS, the City does not have standard policies to ensure effective functioning of advisory bodies, including a comprehensive database of advisory bodies, uniform training for members and staff, and conflict of interest disclosures; and

WHEREAS, the City Council seeks to understand not only the conclusions of the body but also the substance of its deliberations and for that reason encourages the submission of minority reports along with the majority recommendation; and

WHEREAS, Citywide standards advance meaningful public involvement, provide consistency and clarity on the role of advisory bodies, and give community members greater confidence in the value of their service; and

WHEREAS, pursuant to Council Resolution No. 37285, adopted May 11, 2017, the City has taken affirmative steps to create protocols and procedures in line with best practices for public involvement; and

WHEREAS, the City Attorney's Office, in consultation with the Office of Neighborhood Involvement, Office of Management and Finance, and Office of Equity and Human Rights, coordinated the development of a comprehensive inventory of City advisory bodies and has prepared the following:

- Uniform application, including mandatory conflict of interest disclosure form.
- Training materials for City staff who facilitate advisory bodies.
- Training materials for members of advisory bodies.

- Bylaws template, including recommendations regarding mandatory term limits, staggered terms, and subcommittee participation.
- Options to track the delivery of training.
- Survey to be completed by members at the end of their service.
- Values to guide transparent selection processes.

NOW THEREFORE, BE IT RESOLVED, the Office of Neighborhood Involvement, in coordination with the office of the City Attorney, shall be the lead office in implementing these new policies and procedures; and

BE IT FURTHER RESOLVED, as part of the FY 2018-19 budget process, the Office of Neighborhood Involvement will request adequate resources to ensure proper and timely implementation of these new policies and procedures; and

BE IT FURTHER RESOLVED, within one year of passage of this Resolution, the Office of Neighborhood Involvement will report to Council on the implementation of these new policies and procedures; and

BE IT FURTHER RESOLVED, existing advisory bodies will consult with the Office of Neighborhood Involvement to implement best practices for board functioning; and


BE IT FURTHER RESOLVED, that this resolution is binding City policy.

Adopted by the Council: NOV 08 2017

Commissioner Nick Fish
Commissioner Chloe Eudaly
Commissioner Amanda Fritz
Prepared by: Amira Streeter, Jamey Duhamel,
Claire Adamsick
Date Prepared: September 20, 2017

Mary Hull Caballero
Auditor of the City of Portland

By



Deputy

Agenda No.
RESOLUTION NO. 37328 As Amended
 Title

Enhance community service opportunities and strengthen the transparency and accountability of City advisory bodies (Resolution)
Clerk note: aka Boards and Commissions

<p>INTRODUCED BY Commissioner/Auditor: Commissioner Nick Fish, Commissioner Chloe Eudaly, Commissioner Amanda Fritz</p>	<p>CLERK USE: DATE FILED <u>SEP 26 2017</u></p>
<p>COMMISSIONER APPROVAL</p> <p>Mayor—Finance & Administration – Wheeler</p> <p>Position 1/Utilities - Fritz <i>TC</i></p> <p>Position 2/Works - Fish <i>2/8 to Nick Fish</i></p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Eudaly <i>Chloe Eudaly</i></p>	<p>Mary Hull Caballero Auditor of the City of Portland</p> <p>By: <u><i>Susan Parsons</i></u> Deputy</p>
<p>BUREAU APPROVAL</p> <p>Bureau: Office of Commissioner Fish Bureau Head: Sonia Schmanski</p>	<p>ACTION TAKEN:</p> <p>OCT 04 2017 CONTINUED TO NOV 01 2017 9:30 A.M. <i>As Amended</i></p> <p>NOV 01 2017 <i>Rescheduled to</i> NOV 08 2017 9:30 A.M.</p>
<p>Prepared by: Amira Streeter Date Prepared: September 26, 2017</p>	
<p>Impact Statement</p> <p>Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p>	
<p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document.</p> <p>Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> <i>Amendment 11/8/17</i></p>	
<p>City Auditor Office Approval: required for Code Ordinances</p>	
<p>City Attorney Approval: required for contract, code, easement, franchise, charter, Comp Plan</p>	
<p>Council Meeting Date October 4, 2017</p>	

AGENDA

TIME CERTAIN
Start time: 2:00 PM
2:05
Total amount of time needed: 90 minutes
 (for presentation, testimony and discussion)

CONSENT

REGULAR
Total amount of time needed: _____
 (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	1. Fritz <input checked="" type="checkbox"/>	
2. Fish	2. Fish <input checked="" type="checkbox"/>	
3. Saltzman	3. Saltzman <input checked="" type="checkbox"/>	
4. Eudaly	4. Eudaly <input checked="" type="checkbox"/>	
Wheeler	Wheeler <input checked="" type="checkbox"/>	

Long Term Goals:
Structures for Inclusion
More Representative Governance
Fulfilled and Empowerd Portlanders

org	Ongoing	Ongoing	Ongoing	One-time	Total	Required Cut Scenario	Ongoing					One time	Realign Others, TBD
	Gen Fund	Overhead	Revenues	Gen Fund			Add ABC Analyst	Add PIO PIO	Add OSS I	Add Accom Fund	BDS Comm	EIA gap funding	
ONI Admin	737,341				737,341	17,335		180,000	12,665		???		
Public Involvement	61,628	63,050		1,861	126,539		151,000						
Mental Health Specialist	56,609	67,161			123,770								
Information & Referral	133,425	167,382	300,807		601,614								
Cannabis Licensing			895,679		895,679								
Liquor Licenseing	19,377		196,000		215,377	30,000							
Graffiti	365,351			440,000	805,351	(365,351)							
Noise Control	277,457		230,000		507,457								
Crime Prevention	1,478,807				1,478,807								
Diverse Civic Leaders	961,410				961,410								
Neighborhood Program	441,884				441,884	40,422							
Non-City Coalitions	1,721,619				1,721,619								
North Portland NS	307,353		18,824		326,177								
East Portland NO	334,379				334,379								
East Portland Action Plan	332,448				332,448								
New Portlanders	249,980				249,980								
Youth Commission	129,737				129,737								
Disability Program	151,816				151,816								
Elders in Action	160,842				160,842	(160,842)					???		
Neighborhood Mediation	260,717				260,717								
Special Projects	75,956				75,956								
<i>Portland United Against Hate</i>				118,235	118,235								
<i>City Hall one-time security</i>				94,634	94,634								
<i>Housing/Homeless outreach</i>				230,000	230,000								
<i>Public Elections Fund</i>				250,000	250,000								
<i>Accomodations Fund</i>				100,000	100,000				100,000				
	8,258,136	297,593	1,641,310	792,869	11,431,769	(438,436)	151,000	180,000	12,665	100,000	-	-	-

Mission/Goals/Metrics One-pager (See below for additional narrative)

DRAFT as of 12/11/17 for BAC DISCUSSION

ONI'S MISSION

Promoting a culture of civic engagement by connecting and supporting all Portlanders working together and with government to build inclusive, safe and livable neighborhoods and communities.

GOAL X: STRUCTURES FOR INCLUSION

Modeling inclusivity organizationally, ONI will partner with diverse, self-identifying communities to:

- Aggressively develop institutional practices for inclusion and transformational change within government structures
- Increase community building and civic engagement opportunities for communities working toward equitable outcomes for all

GOAL Y: MORE REPRESENTATIVE GOVERNANCE

To attain significant systemic change in community and government, ONI will:

- Support inclusive cross-cultural organizing and development in community to create more responsive and resilient communities
- Lead internal capacity development within City government, particularly as it pertains to engaging community toward equitable outcomes
- Create and hold shared space where community and government join together to identify opportunities and solve shared challenges

GOAL Z: FULFILLED AND EMPOWERED PORTLANDERS

A progressive change in culture is foundational to long-term systemic community building and government change. ONI will:

- Prioritize resources that support communities in building resilience both with and without their government
- Ensure equitable sharing of resources
- Promote inclusive education, art and play
- Create an environment for respectful dialogue and problem solving

METRICS

- Trust and confidence in local government
- City investments/Spending and service provision
- Healthy, Connected and *Equitable* Communities
- Voting participation in local elections
- Change in generational access to employment and opportunity
- Streamlined governance and institutional transformation as a result of partnerships between ONI and City bureaus
- [WHAT IS A MEASURE THAT REFLECTS THE IMPACT ON THE LIVES OF THE NEXT GENERATION?]

Mission/Goals/Metrics with narrative

DRAFT as of 12/11/17 for BAC DISCUSSION

ONI'S MISSION

Promoting a culture of civic engagement by connecting and supporting all Portlanders working together and with government to build inclusive, safe and livable neighborhoods and communities.

Underlying this mission are concepts of interdependence, self-determination and self-governance. In the United States of America, these ideas are an aspirational promise to be realized and a debt to be paid for the taking of native lands, the practice of slavery and indentured servitude, and centuries of exclusion and subjugation of some communities for the benefit of others.

It is with the acknowledgement of historical realities that ONI rededicates its efforts toward the *interdependence of communities and equitable outcomes for all in Portland*. ONI's long-term contribution to the region are expressed in the following long-term goals and performance metrics.

GOAL: STRUCTURES FOR INCLUSION

Modeling inclusivity organizationally, ONI will partner with diverse, self-identifying communities to:

- **Aggressively develop institutional practices for inclusion and transformational change within government structures**
- **Increase community building and civic engagement opportunities for communities working toward equitable outcomes for all**

Communities have a wide range of experiences with government. Many feel isolated and "invisible." Others have negative experiences with this and other governments and prefer not to associate. Others still have had productive, meaningful interactions and seek more ways to participate.

Communities have and will continue to change demographically and organize themselves in an infinite number of ways, whether through place, identity, life experience, issues, and more. Our expectations of each other, government, and what constitutes respectful, constructive engagement also constantly evolves. The often unspoken assumptions that inform our practices must be examined and challenged.

The bonds we have with each other (sometimes called social capital) and the ways we can employ them within and between different communities (sometimes called social bridging) offer a wide range of ways to create social, community and government-supported structures that enable all populations to identify themselves and be seen, as well as (re-)define, contribute to and benefit from public investments.

GOAL Y: MORE REPRESENTATIVE GOVERNANCE

To attain significant systemic change in community and government, ONI will:

- **Support inclusive cross-cultural organizing and development in community to create more responsive and resilient communities**
- **Lead internal capacity development within City government, particularly as it pertains to engaging community toward equitable outcomes**
- **Create and hold shared space where community and government join together to identify opportunities and solve shared challenges**

The City of Portland was incorporated in 1851. This region has been inhabited for millennia by Native peoples and Portland has the 9th largest native population in the country. For centuries, communities from around the world have made this region their home.

The experiences of daily life are shaped by social and governance structures. In order to better serve and represent the “City of Portland,” we must educate ourselves about Native sovereignty, the different views of governing represented by our local global communities, Portland’s current form of municipal government and other forms of governance practiced by neighboring and overlapping jurisdictions. What are the lessons from each that can benefit us collectively?

By acknowledging that we do not all share—and we can collectively benefit from—each other’s views, the City’s people, practices, policies and structures will better reflect the communities represented. More representative governance is a crucial contributor to a city in which its members share its benefits and burdens more equitably.

GOAL Z: FULFILLED AND EMPOWERED PORTLANDERS

A progressive change in culture is foundational to long-term systemic community building and government change. ONI will:

- **Prioritize resources that support communities in building resilience both with and without their government**
- **Ensure equitable sharing of resources**
- **Promote inclusive education, art and play**
- **Create an environment for respectful dialogue and problem solving**

Communities empower themselves. ONI will help connect and support diverse communities to celebrate, play and create as well as define and solve problems together.

PERFORMANCE METRICS

ONI's 10-year performance metrics reflect the following considerations:

- The *contributory* (not causal) impact of our efforts toward shared, city-wide goals
- Makes apparent the need for partnership across communities, City Bureau and social sectors
- Reliably measured in an ongoing fashion
- Disaggregated by population, place, age, disability, income, and other crucial ways that communities identify. And where it is not currently disaggregated, we will work to change this.

Metrics

If we had structures for inclusion, more representative governance, and fulfilled and empowered Portlanders, what would that look like?

- Trust and confidence in local government
 - Previously captured through the Community Survey, Office of the Auditor, City of Portland
- City investments/Spending and service provision
 - As captured through budget maps, City Budget Office, City of Portland
- Healthy, Connected and *Equitable* Communities
 - As captured through the “Healthy, Connected Communities index” used in the Comprehensive Plan 2035, Bureau of Planning and Sustainability, City of Portland
 - ONI is participating in the further development of this “index” to add social and equity dimensions.
- Streamlined governance and institutional transformation as a result of partnerships between ONI and City bureaus
 - Specific transformation goals to be developed with partner bureaus in FY 18-19 and jointly presented by bureaus in FY 19-20 budget narratives
- Voting participation in local elections
 - As captured by the Office of the Auditor, City of Portland
- Change in generational access to employment and opportunity
 - Source: TBD
- [WHAT IS A MEASURE THAT REFLECTS THE IMPACT ON THE LIVES OF THE NEXT GENERATION?]