

## Arts Education and Access Citizen Oversight Committee (AOC) MEETING NOTES

**Date:** June 6, 2014  
**Time:** 6:00 pm – 7:30 pm  
**Location:** RACC, 411 NW Park Ave, Portland  
**Attendees:** AOC members: Jessy Friedt, Alina Harway, Araceli Ortiz, Stanley Penkin, Mark Wubbold  
City of Portland staff: Meghann Fertal, Jennifer Kalez, Thomas Lannom, Terri Williams  
Public: Srule Brachman, Jeff Hawthorne, Nancy Helmsworth, Mark King

### **Did Not Attend:**

#### **1. Welcome & Introductions**

- Welcome by Stanley Penkin

#### **2. Review and Approval of Meeting Notes (April 1, 2014)**

- Revision of 5.4 beginning with As additional money comes into.... to:
  - Jeff Hawthorne explained that there is a guideline/criteria document for organizations who apply to receive funding from RACC. Stan requested that Jeff email a pdf version of the document.
- Approved with revision
  - Posted to Arts Tax Citizen Oversight Committee portion of the Revenue Bureau website: <https://www.portlandoregon.gov/revenue/article/493696>

#### **3. Chair Report (Stan Penkin)**

- Special thanks to Metrics Committee for putting the Annual Report together
- Recommendation for next year's debrief would be a Press Release
- Recommendations from [Arts Education and Access Fund Citizen Oversight Committee First Annual Report to City Council](#) (page 15 on PDF):
  - 1) City should be at the forefront of positive messaging
  - 2) Revenue Bureau to make more equitable outreach
    - See outreach portion of the Revenue Bureau presentation, page 10
      - Reached out IRKO, Bureau of Planning and Sustainability, and Office of Neighborhood Involvement
      - Would like to reach out to other agencies, example: school districts, libraries, community centers and RACC, to reach out
      - Open ideas within budget constraints
  - 3) Revenue Bureau coordination of tax with IRS and tax software
    - Published documentation about one month prior to deadline, however, it is up to the software companies to pick-up those documents
      - About 90% of public file electronically
    - See IRS Data Share agreement information in Revenue Bureau presentation, page 10.
  - 4) Review 5% of Administrative Cost cap
  - 5) Request for 3-year projection of expenses

- Revenue Bureau projections have not changed
- 6) and 7) skipped for later discussion
- 8) Review funding distribution calculations for school districts
  - Brief overview of how school calculations are distributed
    - See Revenue Bureau presentation, page 5
  - Revenue to clarify – to give names of the schools that are not receiving funding that do have school catchment

#### **4. Report to City Council Debrief – Review Recommendations/IGA Discussion**

- Review of recommendations:
  - 6) More specific language and definition of cost, distribution, and spending
  - 7) All schools submit their data in the format and timeframe that the AOC gives
- See handout AEAF IGA Draft Amendment Recommendation
- Revenue Bureau to send City Attorney's edits of the IGA amendments to Stanley
- Conversation postponed until City Attorney's edits have been reviewed

#### **5. Status Update by Revenue Bureau (Director Thomas Lannom)**

- See attached presentation

#### **6. Metrics Sub Committee Report (Alina Harway)**

- Conversation took place during Chair Report and Overview of Annual Report

#### **7. Next Meeting TBD**

- Stanley and Revenue Bureau to work together to create a new Doodle Poll for meeting projected in August.

#### **9. Public Comment**

- Nancy, art teacher: strongly encourage to the committee to support 1 FTE / 500 students, not a full-time equivalent (2 PTE with separate disciplines). She would like the AOC to encourage educators to be involved in the conversation, not just administrators.
  - AOC and City staff want to explore this point further and future meetings

#### **10. Adjourn**

- Adjourned at 7:45pm

#### **Action items:**

- Revenue to clarify the funding distribution in the next presentation, to include the names of the schools that are not receiving funding that do have school catchment
- Revenue Bureau to send City Attorney's edits of the IGA amendments to Stanley