



CITY OF

PORTLAND, OREGON

OFFICE OF NEIGHBORHOOD INVOLVEMENT

CHLOE EUDALY, COMMISSIONER

Suk Rhee, Bureau Director

1221 SW 4th Avenue, Room 110

Portland, Oregon 97204

Promoting a culture of civic engagement

Advisory Boards and Commissions Policy Implementation Plan

BACKGROUND:

In November 2017, City Commissioners Eudaly, Fish, and Fritz's Offices worked with multiple City offices to co-create several deliverables and pass Resolution 37328. ONI was assigned the lead to implement changes that foster transparency, accountability, and confidence.

CHANGES TO EXPECT:

- Uniform application, with mandatory conflict of interest disclosure form and voluntarily confidential demographic information;
- Bylaw or governing document template;
- Exit survey to be completed by members at the end of their service;
- Training for City staff:
 - On City advisory boards and commissions.
- Trainings for Volunteers:
 - On City advisory boards and commissions;
 - On HRAR-2.02;
 - On Equity;
 - On City of Portland Form of Government 101;
 - Template on Bureau 101;

NEXT STEPS:

Early Fall 2018 – Training for City staff liaison

Late Fall 2018 – Training for advisory body volunteers

WEBSITE AND EMAIL:

www.portlandoregon.gov/oni/37423

advisorybodies@portlandoregon.gov

ONI PHONE CONTACTS:

Ashley Horne – 503-823-5202

Georgia West – 503-823-4411

IMPLEMENTATION TIMELINE:

Stage 1: Plan Development

Timeline: Winter 2017 – 2018

Stage 2: Materials Development

Timeline: Spring and Summer 2018

Stage 3: Beta Implementation (ONI)

Timeline: Summer and Fall 2018

Stage 4: Citywide Implementation

Timeline: Fall 2018 and Winter 2018 – 2019

Report to Council:

Timeline: November 2018

	Winter 2017-2018	Spring 2018	Summer 2018	Fall 2018	Winter 2018-2019
Stage 1: Plan Development	████████████████████				
Stage 2: Materials Development		████████████████████			
Stage 3: Beta Implementation (ONI)			████████████████████		
Stage 4: Citywide Implementation				████████████████████	
Report to Council: Nov 2018				████████	