

Charter Commission
Community Engagement Committee Meeting
October 18, 2021

Commissioner Attendees: Becca Uherbelau, Karol Collymore, Debra Porta, Bryan Lewis, Amira Streeter, Candace Avalos, Robin Ye, Hanna Osman

Absent Commissioners: Melanie Billings-Yun, Steven Phan, and Salome Chimuku

Staff: Sofia Alvarez-Castro, Julia Meier

Guests: Sol Mora, Coalition of Communities of Color

Community Engagement Housekeeping

- Committee approved September 13th meeting summary
- Community Engagement Cohort
 - Last month onboarded the eight cohort members through one-on-one meetings
 - Many helped distributed the CCC-generated survey
 - First cohort-wide meeting tomorrow with community engagement co-chairs and the CCC
- Stakeholder letter and distribution
 - Compiled shared stakeholder list – living document
 - Drafted letter that co-chairs are reviewing
 - Intention is to send out the first 100 letters this week and then send another 100 letters
- Fall BMP update
 - Charter Commission asked for \$212,000 in the fall budget monitoring process (BMP) primarily for community education and engagement around phase II issues that occur within this fiscal year
 - City budget office recommended the ask be funded
 - Council meets tomorrow in a work session about the fall BMP with the hearing and vote scheduled for October 27th
- Verbal public comment at Commission meetings
 - When folks who registered do not sign up, we will begin asking whether attendees want to provide verbal comment

Coalition of Communities of Color

- CCC charter survey 1
 - Assess how community members would like to be involved in the charter review process
 - Received 1,000+ responses
 - Analysis report by October 28, 2021
- CCC charter survey 2 community priorities survey – assess community priorities and feedback on phase I issues
 - Goal is 500 responses
 - Launch in December 2021 with report by January 2022
- Considering adding another survey here about what phase II issues should be
- CCC charter survey 3 phase II community priorities survey: assess community priorities and feedback on phase II issues
 - Goal is 500 responses
 - Launch in April 2022 with report by May 2022
- Phase 1 timeline
 - October: pilot session and train the trainers sessions part I
 - November: CCC partners host charter review 101 workshop part I
 - December: train the trainers session part II
 - January: CCC partners host charter review 101 workshops part II

- February: Charter Commission memo recommendations drafted / CCC phase II plan developed
- Charter review 101 workshop
 - Part I: Intro to charter review, learn how to engage in the process, overview of our current systems, explore alternative systems, community discussion on lived experiences
 - Part II: deeper dive into alternative systems, community brainstorm on policy ideas, assess ideas through lens of outcomes, create group recs based on policy ideas, overview of phase I public hearings
- Lessons learned from pilot session
 - Many community members don't have a current awareness of what the city's role is in helping them
 - It's critical to emphasize how community members can engage with city elected leaders
 - There is an interest to learn more about proportional representation and how it works
 - Onboarding education is important before the event (one-pager with an overview of the curriculum)
- Charter review 101 workshop part I goals
 - Provide community members with the foundation to understand how the charter review process works
 - To highlight the ways our current city government and voting systems are inequitable to communities of color
 - Explore alternative forms of government and voting systems that help build political power in communities of color
 - Guide community members in a discussion of their lived experiences interacting with our current city government and voting system – identify the outcomes that a new system should support
 - Considerations: familiarity with city government/voting system; expansive questions to capture participants' experiences; how information will help shape the commission's recommendations
 - Community discussion questions
 - What has been your experience with our city government and has the city been responsive to your needs?
 - What makes you and your community feel represented or heard by a city elected leader?
 - What barriers do you or your friends, family, or community experience voting in our City Council elections?
 - What would make voting easier to participate in?
 - Feedback on proposed questions
 - Wanted to hear folks' experiences; there are also follow up questions
 - Need facilitators who can navigate the space
 - Questions seem more helpful to inform elections than form of government – could we add a question that gets to the job description of a city council member
 - How do we make sure we capture everyone's experiences and not just the folks who have negative experiences to share?
 - Possible future question is whether you would be excited to vote on what you heard tonight or excited about continuing to engage (good January question related to public education campaign)

Listening Sessions

- Commission hosted listening sessions will mirror the CCC's two-part workshops
- Listening session part 1 will have a presentation followed by break out groups with the same discussion questions
 - Saturday, November 13, 12-2pm
 - Tuesday, November 16, 6-8pm (this means our regular November monthly Commission meeting will be replaced by this community listening session)
- Listening session part II will be a deep dive into phase I policy ideas
 - January dates TBD

- Commissioner roles at November listening sessions
 - Breakout room roles: (1) facilitator – lead the breakout group, go through agenda, moderate the discussion, (2) note taker – capture high-level discussion points, areas of agreement, decisions, action items, etc., (3) tech support – presses “record” in break out rooms, monitors and saves chat, provide high level tech support to folks in the breakout room, connect folks to Ariella for more significant tech issues, (4) participant – support conversations and discussion, help answer questions, etc.
 - Plan for someone not attending
 - Staff can also assist
 - It is NOT the role of facilitators to include their own opinions
 - Hanna may not be available for either date
 - In addition to the folks who present the overall presentation
 - Outreach
 - Emails
 - Partnerships with CBOs
 - Website
 - Social media
 - Materials
 - Presentation slides
 - Charter 101 flyer
 - Facilitator discussion guide

Community Engagement Projections

- Created projections for phase I engagement currently planned
 - Online engagement (social media posts, emails through listserv, sign as listserv, website visits, written public comments, stakeholder letters)
 - Targeted engagement (surveys, culturally specific sessions, cohort member engagement, languages)
 - Meetings (public meetings, time devoted to public comment in meetings, attendees at public meetings)
 - One-on-ones (media interview and pieces, commissioner and staff engagements)
- Discussion
 - Can we track who is showing up? Where do folks live?
 - We have zip code for written and verbal public comment
 - Unsure about web traffic data collection
 - Can we get data back on earned media viewership?
 - Review at all engagement committee meetings
 - Can we do to-date vs. projection and then have a brief discussion at each engagement meeting

Closing

- Appreciation to the CCC for attending and sharing their approach; send any questions or thoughts to Sofia to share with the CCC
- Listening sessions – most folks have assignments; please let Sofia know if you cannot do your assignment and please help out if a facilitator doesn’t attend; let us know if you need help facilitating; spread the word about the sessions
- Don’t forget to do your issue committee homework
- November 18th next meeting

Meeting Adjourn, 7:21pm

Minutes respectfully submitted

Julia Meier, Charter Commission Project Manager

Meeting Chat

18:04:43 From Candace Avalos to Everyone:



18:04:51 From Bryan Lewis to Hosts and panelists:

Thumbs up

18:05:15 From Candace Avalos to Everyone:

omg she totally was picture perfect

18:05:33 From Amira Streeter to Hosts and panelists:

I didn't realize I was frozen - sorry about that

18:06:03 From Amira Streeter to Everyone:

I might be having connection issues, so I'll just keep my video off

18:09:03 From Robin Ye (he/him) to sofia Alvarez-Castro(Direct Message):

are we expecting Salome or Steven (I think they're on this committee yeah?)

18:09:44 From sofia Alvarez-Castro to Becca Uherbelau(Direct Message):

Just saw your email! I was going to talk about projections but would love you to help with the discussion!

18:11:56 From Debra Porta (She/Her) to Hosts and panelists:

Excellent idea

18:12:06 From Karol Collymore to Everyone:

Great idea

18:12:16 From Bryan Lewis to Hosts and panelists:



18:12:30 From Candace Avalos to Everyone:



18:12:37 From Amira Streeter to Everyone:



18:13:31 From Becca Uherbelau to sofia Alvarez-Castro(Direct Message):

Thanks Sofia!

18:13:47 From Debra Porta (She/Her) to Hosts and panelists:

1000 responses!

18:17:41 From Bryan William Lewis to sofia Alvarez-Castro(Direct Message):

Thanks Sofia! Had to switch devices

18:18:11 From sofia Alvarez-Castro to Bryan William Lewis(Direct Message):

no worries

18:30:03 From Karol Collymore to Everyone:

Could the first question be more like, What can the city government do to be more responsive to your needs?

18:30:47 From Debra Porta (She/Her) to Hosts and panelists:

I could see that being an additional question as a next question from #1

18:31:02 From Karol Collymore to Everyone:

YEs.

18:32:36 From Debra Porta (She/Her) to Hosts and panelists:

That would be perfect-thank you!

18:35:21 From Amira Streeter to Everyone:

+1 Becca -- it seems a touch to high level

18:35:26 From Amira Streeter to Everyone:

*too high

18:36:51 From Karol Collymore to Everyone:

Two parts helps it seem like we are not rushing. Much appreciated on that thought process.


18:37:02 From Debra Porta (She/Her) to Hosts and panelists:

Agreed

18:41:48 From Debra Porta (She/Her) to Hosts and panelists:

Comm. Streeter's question made me think of something. Folks with not so great experiences will tend to have something to share (sort of the customer service rule there). How will we identify Portlander satisfaction overall?

18:42:14 From Amira Streeter to Everyone:

 Thank you for that response

18:43:02 From Amira Streeter to Everyone:

@Debra - that is an interesting point. Keep the things that are working, change the rest?

18:45:38 From Debra Porta (She/Her) to Hosts and panelists:

@Comm. Streeter-ya kind of. We know a lot isn't working for a lot of people but I want to make sure we are also documenting the positive-not just as a reason to not change, but to ensure that our own picture is as broad as possible.

18:47:46 From Karol Collymore to Everyone:

I like that thinking, Robin

18:49:05 From Robin Ye (he/him) to Everyone:

hopefully participants can be specific about the OUTCOMES/RESULTS they want to see from their city, and not as important they explain "how" to get there

18:49:25 From Karol Collymore to Everyone:

Agree, Robin

18:49:25 From Becca Uherbelau to Hosts and panelists:

Thank you, Sol!

18:49:44 From Robin Ye (he/him) to Everyone:

Thank you, Sol. Great presentation (and the design of the presentation materials is inviting)

18:49:50 From Sol Mora (she), CCC to Everyone:

Thank you all!

18:49:51 From Amira Streeter to Hosts and panelists:

I've had enough of Zoom meetings... I'm back lol

18:49:59 From Amira Streeter to Everyone:

Thank you, Sol

18:53:23 From Robin Ye (he/him) to Everyone:

doesn't create more work for me, so I'm down :)

18:53:31 From Hanna Osman to Hosts and panelists:

Thank you Sol, this was wonderful and I enjoyed seeing the presentation. Excited to see the survey results.

18:53:49 From Debra Porta (She/Her) to Hosts and panelists:

Lol..+1 Robin

18:53:54 From Bryan William Lewis to Everyone:

Sol, thank you so much. That was very informative, and really helped me to have a better sense of your important work. Folks are clearly in good hands working with you'll.

18:54:17 From Amira Streeter to Everyone:

Personally, I'm not a fan, but if we have other avenues for public comment, then ok

18:54:39 From Robin Ye (he/him) to Everyone:

If we needed a full commission business meeting, prob easier to still round up a quorum within 20 then to call an impromptu public engagement meeting, so I am comfortable with this swap

18:54:41 From Debra Porta (She/Her) to Hosts and panelists:

I really like the community engagement commitment that devoting the mtg to that would indicate

18:55:19 From Bryan William Lewis to Everyone:

^+1

18:58:15 From Robin Ye (he/him) to Everyone:

I knew you always saw me as a Tech guy, Sofia

18:58:19 From Robin Ye (he/him) to Everyone:

confirmed

18:58:26 From Candace Avalos to Everyone:

I like my role :)

18:58:29 From Karol Collymore to Everyone:

Robin 😊

18:58:30 From Amira Streeter to Hosts and panelists:

What do we do if someone doesn't show up?

18:58:41 From Bryan William Lewis to Everyone:

This looks gret

18:58:45 From Debra Porta (She/Her) to Hosts and panelists:

I'm good 👍

18:58:51 From Karol Collymore to Everyone:

I'm happy to do that and happy to be flexible if someone is missing

18:58:55 From Hanna Osman to Hosts and panelists:

Good question Amira

18:58:57 From Amira Streeter to Everyone:

I'm good with my role, but happy to be flexible

18:59:04 From Karol Collymore to Everyone:

I think a commissioner should step in if someone happens to be missing

18:59:25 From Hanna Osman to Everyone:

Is there a date finalized for this? Can't remember if that was mentioned.

19:00:00 From Julia Meier to Everyone:

And folks would have the role on both November 13th and November 16th

19:00:16 From Debra Porta (She/Her) to Hosts and panelists:

Sat, Nov 13, 12-2 and Tues, Nov. 16, 608

19:00:24 From Debra Porta (She/Her) to Hosts and panelists:

6-8

19:00:40 From Hanna Osman to Everyone:

I am due to give birth on November 13th, I might have to take that entire week off. I just realized.

19:01:06 From Robin Ye (he/him) to Everyone:

^wow, that's very exciting!

19:01:12 From Candace Avalos to Everyone:

whoa

19:01:14 From Candace Avalos to Everyone:

that's dope

19:01:19 From Candace Avalos to Everyone:

good luck Hanna!

19:01:27 From Amira Streeter to Everyone:

Congratulations!!

19:01:38 From Becca Uherbelau to Hosts and panelists:

So exciting, Hanna!

19:01:40 From Karol Collymore to Everyone:

Congrats!

19:01:42 From Hanna Osman to Everyone:

Thank you!!! Look forward to hearing how it goes/

19:01:48 From Debra Porta (She/Her) to Hosts and panelists:

Ya, Hana, I think someone else better click the Zoom button...lol

19:02:00 From Sol Mora (she), CCC to Everyone:

Ahh, that's so exciting!! Congrats Hana

19:02:11 From Bryan William Lewis to Hosts and panelists:

Congrats, good luck :)

19:02:31 From Hanna Osman to Everyone:

Thank you all :D

19:10:17 From Robin Ye (he/him) to Everyone:

we should try to get data back about earned media viewership

19:10:43 From Karol Collymore to Everyone:

I think we should def look at this in all our engagement meetings

19:10:53 From Debra Porta (She/Her) to Hosts and panelists:

Agreed

19:11:56 From Debra Porta (She/Her) to Hosts and panelists:

That was information identified early on as something we want

19:11:57 From Amira Streeter to Everyone:

+1 Robin and Karol -- I don't know enough about this tech to determine if this is making enough of an impact. This looks great to me!

19:15:18 From Julia Meier to Everyone:

Can we do to-date vs. projection?

19:16:25 From Robin Ye (he/him) to Everyone:

I mean I'd be curious down the line of a tracker on not just if the public is liking/disliking particular reform ideas but if they just wholesale don't support our commission and its mission

19:16:52 From Debra Porta (She/Her) to Hosts and panelists:

Robin+1

19:17:25 From Bryan William Lewis to Hosts and panelists:

Robin +1

19:18:09 From Robin Ye (he/him) to Everyone:

I would love radio ads but that's just me

19:20:24 From Amira Streeter to Everyone:



19:20:56 From Sol Mora (she), CCC to Everyone:

Yes, please send any additional feedback on CCC materials to Sofia by Friday, thank you so much!

19:21:00 From Candace Avalos to Everyone:

gah so much hw....which is what I'm finna do for the next hour lol

19:21:18 From Bryan William Lewis to sofia Alvarez-Castro(Direct Message):

Thanks everyone