

## CCI Meeting Summary

January 17, 2023 | 7:00 pm – 9:00 pm

### Virtual Zoom Meeting

#### Attendees:

Jim Long (CPO 4M); Mary Manseau (CPO 7); Virginia Bruce (CPO 1); Ben Marcotte; Bruce Bartlett (CPO 1, CCI Chair); Jill Warren (CPO 4M); Gretchen Buehner (CPO 4K) Ellen Partal (Communication Subcommittee Chair, CCI Vice Chair); Paul Johnson, Stan Houseman,

Rob Skinner, Richard May,

**Meeting Scribes:** Christina, Washington County Community Engagement Program Coordinator.

**Approval of the Minutes:** Gretchen moves to approve the minutes as amended, Ellen 2<sup>nd</sup>. Approved 9-0

#### Facebook Recording:

**Washington County Staff:** Amanda Garcia-Snell, Christina Barboza.

**Approximate total attendance:** 18

#### Welcome and Introductions,

- New potential Member, Rob Skinner, saw the need in CPO 3 and decided to get involved. He is a long-time member of the community. Learned of the need through the neighborhood. Learned about the need for a CPO 3 chair when he went to present a concern with the CPO and realized there was an opportunity to get involved.
- Richard May-Decided to get involved with CPO 6 after attending a meeting and received a email requesting someone to step into a leadership position with CPO 6. He answered the call.
- New community on the north side of Beaverton, by Cooper Mountain- Gretchen is asking what CPO is in that area. Richard believes it maybe CPO 6.
- Darcie, is in Forest Grove, has previously attended CCI meetings. A year or two before the COVID completed the CPO leadership training.

#### County/CCI Service Level Agreement: Amanda Garcia-Snell

- Update Amanda sent the most recent version that Bruce shared to County Counsel and we are awaiting their comments/review. There was no timeframe identified for a return. However, Amanda will poke them to inquire about their response.
- IAP2 application has approved, and Tricia will reach out to the IAP2 organization to inquire what information is needed to submit payment.
- Gretchen: wants to make sure that all CCI members are aware of the intense review at the steering committee that suggested changes to the SLA.

- Virginia: With everyone on vacation, she is hoping that its in the SLA agreement that the website will be updated during the holidays when folks are on vacation.
- OEICE does quarterly updates to the board of all the program updates to the board and will be providing such updates to the board next Tuesday at the evening board meeting. The meeting is hybrid and folks can attend meetings in person and online.
- Mary: is there a way to know what CPO data that is being presented at the board meeting?  
There is no current CPO specific data being presented for this upcoming board meeting.
  - Amanda, the board agenda is released a week in advance.
- There is interest in getting CPO 12F reactivated. The reactivation meeting is scheduled for Wednesday January 25, 2023, via zoom.
- Gretchen: There has been an individual fro Hillsboro that has previously attended CCI meetings. Is there any way that the county can encourage the CPO to be reactivated?
  - Amanda, there has been interests of getting CPO 9 activated, and have shared the needs of getting a CPO going. We share with folks, that CPOs work on county issues and when folks learn that the CPO issues are county specific, they reaffirm their focus is city issues. Feel free to ping Marcus Ford at the City of Hillsboro, he is the new Community Engagement Manager at the City of Hillsboro. However, there is nothing that prohibits CPOs to focus and work on city specific issues.

### Subcommittees

- The formation of subcommittee, CPO Program Re-Envisioning Subcommittee: see CPIO Program Re-envisioning CCI Subcommittee document at the conclusion of these minutes. This new committee is proposing to meet once a month.
  - Mary: is this subcommittee only open to CCI members? Mary is interested in participating in this subcommittee.
  - Gretchen is also interested in participating in this subcommittee
  - Jim will also consider being on this committee
  - Richard will represent CPO 6 in this committee
  - CPO 12F is also interested in sending a rep to participate in this subcommittee
- Jim, moves to form a CPO Program Re-Envisioning Subcommittee, Mary seconds the motion. Discussion followed details regarding the overall structure of the subcommittee and meeting frequency. Motion passes 9-0, no one abstain.
- Mary: CCI bylaws require that the form be submitted on a yearly basis during the county's fiscal year, July 1, 2023.

### Significant Natural Resources Subcommittee Report

- **Jim:** SNR met last week and called michelle to see if they could attend the meeting, but they would provide an update on the process and will have more to share in the February meeting. The SNR and other groups feel that the county should tackle the Habitat Assessment prior to the work tackling Ordinance 869B.
- Fran and warren were attending a Treekeeper meeting tonight and were unable to attend today's meeting.

- Joan from Treekeepers has connected with a biologist Ariana S., from the State of Oregon

### **Communications Subcommittee Report**

- The Communication subcommittee has moved to a new date along with the steering committee. The exact timing of the combined steering committee and communication subcommittee needs to clarify with the correct zoom meeting identified. The meeting will take place the Wednesday following the CCI meeting.
- Can some of the funding for CCI be used to purchase a book by ED... regarding land use?

### **Membership Lists**

- Private CCI membership and Subcommittee lists.
  - Bruce, prefers not to have his personal email and contact information to be made available publicly and since there is no protected site for CCI members to have private access too, he prefers that the leadership email address be used.
  - Mary, Will there be a process for CE to keep an update list of CPOs contacts. Bruce, it is up to CPO leaders to keep CE updated. What is the procedure to keep the contact list up to date?
  - Paul: This list is to be kept confidential to only be accessed by members of CCI and CPO leaders.
  - Bruce: Christina sent out the list to CCI, I am reviewing and updating the list and will send it to CE when done with updates
  - Gretchen, it is up to CPO leaders to get the change of information to CE.
  - Mary: it would be most helpful if there were clear instructions about what the role of CPOs and leadership is when communicating changes to CE.
  - Jim: Wants to voice that he believes the county is not paying the attention that the CPOs deserve.
  - Stan: A cheat sheet with bullet points would be most helpful to act as a reminder of duties and responsibilities to include procedural steps etc..
- **Strategic Plan:** agenda item MO 23-14, Bruce will send out the strategic plan out to CCI to review and comment on.
  - Mary: should we invite the County Administrator to come and share with CCI?
  - Bruce: yes, we should, and we need to revisit the service level issues and the explosion of unincorporated areas over the years.
  - Gretchen: a portion of unincorporated has been annex by cities and thus the need to communicate and partner with cities. The immense expansion of the cities in the south by Mountainside and others are continuing to expand into unincorporated areas, leaving smaller unincorporated areas in rural areas.
  - Stan: Does not agree that the cities have grown excessively like the unincorporated areas.

- **County Department Staff Contacts list (e.g., LUT – Melissa De Lyser)**

### **Public Participation Items to Discuss**

• **CAO Volunteers** - [www.washingtoncountyor.gov/cao/volunteers](http://www.washingtoncountyor.gov/cao/volunteers)

- Mary: should we add CCI subcommittees to the Community Engagement tab?
- Bruce: would like to send a page of updates and changes needed to departments responsible for updating. The list should include all elements of the county and how volunteers should be informed. Bruce will send out the link for folks to review and provide ideas.
  - There should be a description of each opportunity. It seems like each department is doing their own thing. Synergy would be greatly appreciated.

• **Beaverton CCI Annual Report. Doc included with agenda.**

- The CCI should abide by the Bylaws and create an annual report to present to the board.
- Stan, an annual report should be a priority for CCI. CCI should host a fair that showcases all the programs that CPOs and CCI works/partners with.
- Jill: Metzger Park had a national night out and it has been a great way to promote events.
- Gretchen: Cities and CPOs host events in partnership, this would be a great opportunity to share ideas.

**CPO Leaders Roundtable**

- Planning commission meeting tomorrow and will be having a SNR discussion
- CPO 7, has gone inactive, there is no leadership at this point or hosting meeting. However, they are still receiving mail and responding to emails. Chair Harrington aid has reached out to leadership to have a discussion about how to support the CPO. Mayr will meet with Chair Harrington this week.
- CPO 4K, The Master Planning Process has been a big issue for CPO 4K. This was supposed to be completed in 2021. CPO should be having a meeting regarding the extension of King Fischer Road. This topic should be going to the Planning Commission sometime in April, then to the City Council.
- CPO 10, Guest speaker, enforcement order, Cedarbrook appeal and metro councilor are all on the agenda and coming up for discussion. There is a lot going on and the CPO is very active. The Steadfast Senior House Appeal is scheduled for February 6, 2023.

**9:13pm Adjourn motion Gretchen, second by Mary, no official vote.**

**Zoom Chat:**

From Virginia Bruce • Cedar Mill to All Panelists 06:55 PM

Ian, we'll use the built-in

As soon as Bruce logs in

From ellen partal to All Panelists 07:03 PM

I recorded

without posting

From Virginia Bruce • Cedar Mill to All Panelists 07:17 PM

Ben Marcotte should be a panelist

Christina, I

Christina, I am deaf so I apologize if the volume of my voice offended you.

From Me to All Panelists 07:22 PM

Virginia, thank you for the apology.

From Virginia Bruce • Cedar Mill to All Panelists 07:33 PM

There should be a CPO for any area in WashCo, regardless of whether it's in a city.

From Jim Long to All Panelists 07:57 PM

CPO program started in early 1970s

From ellen partal to All Panelists 07:59 PM

I am going to need to say goodbye. I have Covid and my head is killing me. good night all

From Virginia Bruce • Cedar Mill to All Panelists 07:59 PM

Take care Ellen, thanks for being here!

From Richard May to All Panelists 08:00 PM

I need to leave tonight - email is mrmaggio@gmail.com

From Jim Long to All Panelists 08:01 PM

Yes, Ellen, take care

From Darci Hanning to All Panelists 08:02 PM

Hi Christina, slightly off topic -- none of the "join meeting" links are Zoom links for the 1/25 CPO 12F meeting. I'm looking at the announcement on <https://www.washingtoncountyor.gov/oeice/community-participation-organizations>

From Me to All Panelists 08:13 PM

Hi Darcie, thank you for letting me know. I will get this fixed asap.

From Darci Hanning to All Panelists 08:14 PM

Thank you very much, Christina! I appreciate it!

From Darci Hanning to All Panelists 09:13 PM

Thanks everyone!