PCEF Reporting & Evaluation Subcommittee

Date/Time: November 5, 2021, 11:00 am to 12:00 pm

Location: Remote teleconference via Zoom Meetings

Committee Members Present: Megan Horst, Ranfis Villatoro, Faith Graham

PCEF Staff Present: Janet Hammer, Cady Lister

Members of the Public: None

Agenda

- Welcome and Minutes Review
- Process & Workplan
- Potential Metrics
- Next Steps

Decisions

- Minutes approved by Megan and Faith; Ranfis abstained because he was unable to attend the full meeting.
- Decision to extend invitation to Anissa Pemberton, PCEF liaison with Coalition of Communities of Color to participate in subcommittee work.

Action Items

- Staff
  - Identify Committee meeting date to share update on metric development and hear feedback.
  - Work with PCEF PMs and other staff to identify topic group participants as well as outreach to larger community/public engagement.
  - Update process/timeline chart.
  - Gather information to inform discussion about the relationship between PCEF and other BPS climate work. Identify process for clarifying connection to CAP.
  - Bring info on consultant options and whether/how subcommittee can participate in that decision. Also, info on Bureau's new data visualization positions and what they will be doing/how we can leverage that.
- Subcommittee members – review potential metrics (Janet will send).
- Next meetings – subject to change based on Anissa availability:
  - November 19, 3 to 4
  - December 3, 12 to 1
  - December 17, 12 to 1
  - January 14, 12 to 1

Welcome

Reviewed agenda and approved 10-29-21 meeting minutes.

Process & Workplan

Reviewed legislative directives and dashboard concept. Shared draft process and timeline for generating metrics. Discussion:

- Important to share the workplan and metrics with the full committee both as an update and to hear their feedback. Will add that onto timeline.
- Clarified who are the participants in the topic group meetings and how to involve folks that might not align with one topic group, as well as larger public earlier in the process than current draft.
    - Staff will identify priority population members and appropriate subject matter experts for each of the topic groups (e.g., regenerative ag, green infrastructure, energy efficiency, renewable energy, workforce development, contractor development, other). Subcommittee and committee may have suggestions as well. Need to be very clear about the purpose of the topic group meetings and be mindful of input fatigue, overburden and confusion
    - The draft timeline includes a public comment period though it may be helpful to include an open invitation to a general session at the time the focused curated sessions are being held; this could yield valuable input and demonstrates openness (including to folks that may not be part of a nonprofit or existing network).
- Folks in topic sessions may be able to address the high level metrics and also those they would want to see in a dashboard for their specific a funding area.
- Will need to determine what is a reasonable number of high level metrics to capture big picture but not so many as to overwhelm. Ability to drill down is important; many folks will want to get to details.
- Would like to know how we are drawing on related metrics work that is out there and draw on other expertise, particularly in workforce development space.
- Significant question to address is how this work (reporting on PCEF program effectiveness) intersects with broader climate action plan work. How do we understand and reconcile the part of the code that references implementation of the Climate Action Plan? Also, how might we link up with regional efforts about these metrics or other efforts even nationally? And what about where dollars are being comingled? Would like an update from city and how does it impact PCEF (updates of CAP or climate emergency) what is our linkage or is there one with climate action planning programming.
    - Based on a quick read of the 2020 Emergency Declaration during the meeting - it amends and updates the 2015 Climate Action Plan. Note that specific targets and aspirational goals re emission reduction and minority workforce and contracting are defined in the documents.
    - Originally CAP was to be updated @5years but then went in different direction of community led initiatives and climate emergency declaration.
    - Think voters wanted to see funding for implementation of the CAP, approved PCEF to implement.
    - There likely aren't PCEF projects that one can't draw a line to some part of the CAP. And there is not clear prioritization within the CAP. Also, there are items such as transportation that do not have a PCEF funding bucket.
    - Will be important to clarify the relationship(s) between PCEF and the CAP or whatever its latest incarnation is. For example, if CAP says transportation but PCEF doesn't be able to clearly explain that. Revisit and clarify our roles and expectations for outcomes. Communicate that clearly for expectation and accountability.

- References shared regarding Climate Action Plan and Climate Emergency:
  - https://www.portland.gov/bps/climate-action/history-and-key-documents
  - 2015 Progress Report: https://www.portland.gov/sites/default/files/2020-06/2015-climate-action-plan-final-progress-report-single-pages-v8.pdf
  - Climate Emergency Declaration One Year Progress Report: https://efiles.portlandoregon.gov/record/14615591
  - Climate Emergency Declaration: https://www.portland.gov/sites/default/files/2021/climate-emergency-declaration-resolution-37494-june-30-2020.pdf

Potential Metrics

- Shared potential metrics that have been developed with Committee and staff input, noting whether the information can be disaggregated by priority population or geography. Reviewed things to consider when selecting high level metrics:
  - Focusing on the concept rather than the language, are these things that together would communicate the program's effectiveness in meeting its intent/mandate?
  - Can the data for each metric be reasonably collected through program reporting or would additional data collection be required (e.g., time and funding for surveys, focus groups, tracking information over a longer time horizon than the grant, etc.)?
  - Data and stories beyond the high level metrics can and will be shared; we can anticipate topic specific dashboards for various funding areas as well as videos or other media for sharing stories.
- Might be helpful to break out as social, environmental, economic – especially when as a list. Though maybe not necessary when on a dashboard.
- People have a hard time remembering more than seven things in a list, would like some communication advice on appropriate number for high level metrics.