



Community Involvement Committee (CIC) Meeting Minutes

Meeting Date: July 9, 2018 | Time: 5pm-7pm

Location: [White Stag Block](#), Rm 150, 70 NW Couch St. Portland OR 97209

Attendees: Claire Carder, Beth Rubin, Jai Singh, Christina Wienholz, Brandon Spencer-Hartle and Nikoyia Phillips

Absent: Isa Dean (attempted to participate by phone, tech challenges), Alexandra Degher and Sandra Walden

Agenda Items	Discussion	Actions
Call to Order	7:15pm	
Approval of Minutes	n/a	
Presentation: Historic Resources Code Project	Brandon Spencer-Hartle, BPS	
Debrief and Discussion	<p>CIC Recommendations:</p> <ul style="list-style-type: none">• Provide language and interpretation whether requested or not. The headsets offer a better experience for attendees that prefer interpreting service• Offer childcare and/or vouchers so that parents can choose their own provider. You may also be able to engage young people by including them in activities• Include places of worship in outreach settings• Attend community events and festivals to reach a larger audience	

The Bureau of Planning and Sustainability is committed to providing meaningful access. For accommodations, modifications, translation, interpretation or other services, please contact at 503-823-7700 or use City TTY 503-823-6868, or Oregon Relay Service 711.

Traducción o interpretación | Chuyển Ngữ hoặc Phiên Dịch | 翻译或传译 | Письменный или устный перевод | Traducere sau Interpretare |
Письмовий або усний переклад | 翻訳または通訳 | Turjumida ama Fasiraadda | ການແປພາສາ ຫຼື ການອະທິບາຍ | الترجمة التحريرية أو الشفهية



	<ul style="list-style-type: none"> • Provide opportunities for education ahead of input to give better context • How else can you make outreach events successful using technology in an equitable way? Livestream? • Follow-up with invitees that “no-show” 	
<p>Process Evaluation</p>	<p><u>Positive:</u> Prompting Questions on Slides</p> <p><u>Change:</u> -More space for discussion, less lecture -Spell out acronyms -Explore more engaging ways to educate the group -Reiterate what need to be reviewed/needs input -ask “what do you know” -Presenter should know how many people will be impacted -More time during the meetings to review materials collectively -Presenters should send probing questions and CE challenges 3-4 days in advance of presentation -Build the committee model to be more reflective of a community-driven process -Presenters should come to meetings with PIP plan drafts</p>	<p>-Explore creating a criteria for project reviews. Can the CIC review projects in early phases only? -Request probing questions from presenters -Request PI plan draft from presenters</p>
<p>Meeting Evaluation</p>	<p><u>Positive:</u> -Evening meeting time is still convenient -Dinner provided was good, vegetarian options appreciated</p>	<p>Next Meeting will be held at: 1900 SW 4th Avenue, Portland, 7th floor.</p>

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	<p><u>Change:</u> -Location: Meeting at the BPS office is preferable -No soy</p>	
Close and Next Steps	<p>Next Meeting: Aug 6th, 2018 at BPS offices</p> <p>Presentation: Rossi Farms project proposal (Barry Manning, BPS)</p>	