

March 2024 Employee Town Hall



Portland Transition

Voter approved.
Community centered.
City delivered.





AGENDA

TIME	TOPIC
3:00 – 3:06	Welcome and Opening Remarks
3:06 – 3:25	Council Operations
3:25 – 3:30	Transition Ambassadors
3:30 – 3:35	Opportunities of Change
3:35 – 4:00	Q & A / Comments and Closing

Today's Speakers



Daniel McArdle-Jaimes
TRANSITION
COMMUNICATIONS
MANAGER



Michael Jordan
CHIEF
ADMINISTRATIVE
OFFICER



Tate White
STRATEGIC
PROJECTS
MANAGER



Tiffani Penson
PEOPLE & CULTURE
MANAGER



Jamey Duhamel
STRATEGIC
ENGAGEMENT &
PROJECT DELIVERY
COORDINATOR

City Council Operations Update

Purpose: Responding to Voters

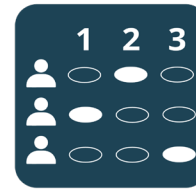
TODAY



Vote for one candidate



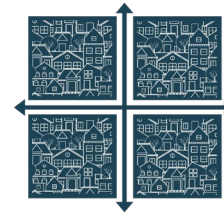
FUTURE



Rank candidates



Citywide elections



Four geographic districts



4 commissioners
+ mayor who create policy
AND oversee bureaus.



12 Councilors who create
policy. Mayor manages city
with a city administrator.
(January 2025)

Countdown to January 2025



Roles of the Council and Mayor



Council Sets Citywide Policy

1. Engages the public on community needs.
2. Sets the direction of the city, through a strategic planning process, usually with the help of the City Administrator.
3. Approves the City budget in accordance with the strategic plan.
4. Approves policies* necessary to respond to community or organizational issues and to achieve strategic outcomes.



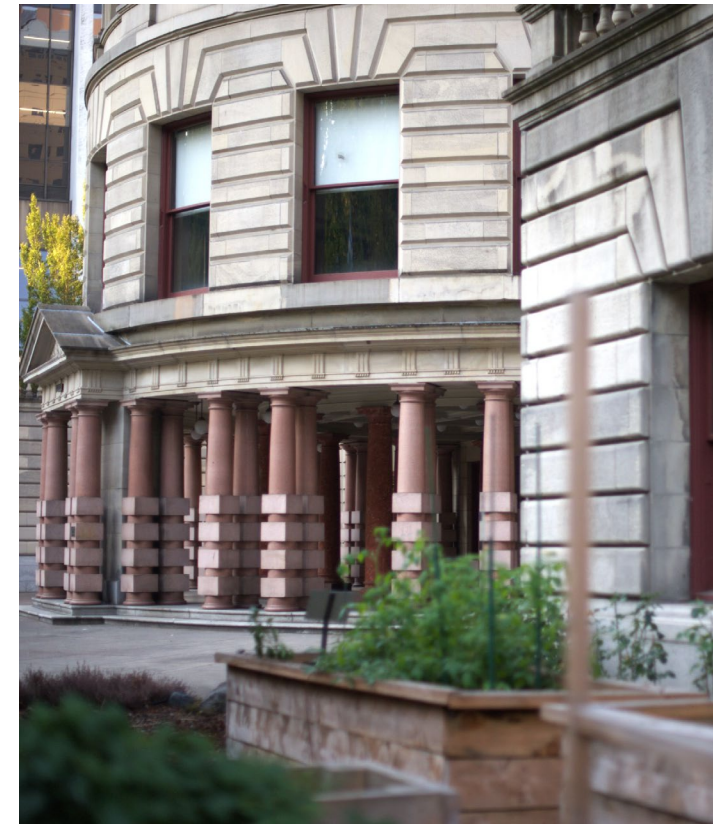
Mayor Oversees City Services

1. Engages with **staff and leadership** on city operational needs.
2. Leads implementation of Council's strategic plan, with the help of city leadership.
3. Proposes budget funding necessary to implement the strategic plan.
4. Requests development of policies* to address community or operational issues or to achieve strategic outcomes.

***Policies can be developed by either council offices or city staff. Some items currently approved by council may be approved by the mayor or designee in the future.**

What are Council Committees?

- Committees are small groups of councilors assigned, on either a temporary or permanent basis, to closely examine legislative matters.
- Agenda items or ideas for legislation can be assigned to a committee for focused attention to explore and discuss policy options.
- Council committee meetings are public meetings and can provide opportunities for public input on more specific topics.



Decisions already made about 2025 Council Roles

Duty	Council President*	City Council or by Committee
Work w/ the City Auditor to finalize meeting agendas	✓	
Assign submitted items to committee or council	✓	
Assign seats in council chambers	✓	
Sign items approved by council, if necessary	✓	
Serve as primary liaison between Mayor and Council	...	
Form committees by resolution – including subject matter, duties, and membership		✓
Pull items from committees for full council consideration		✓

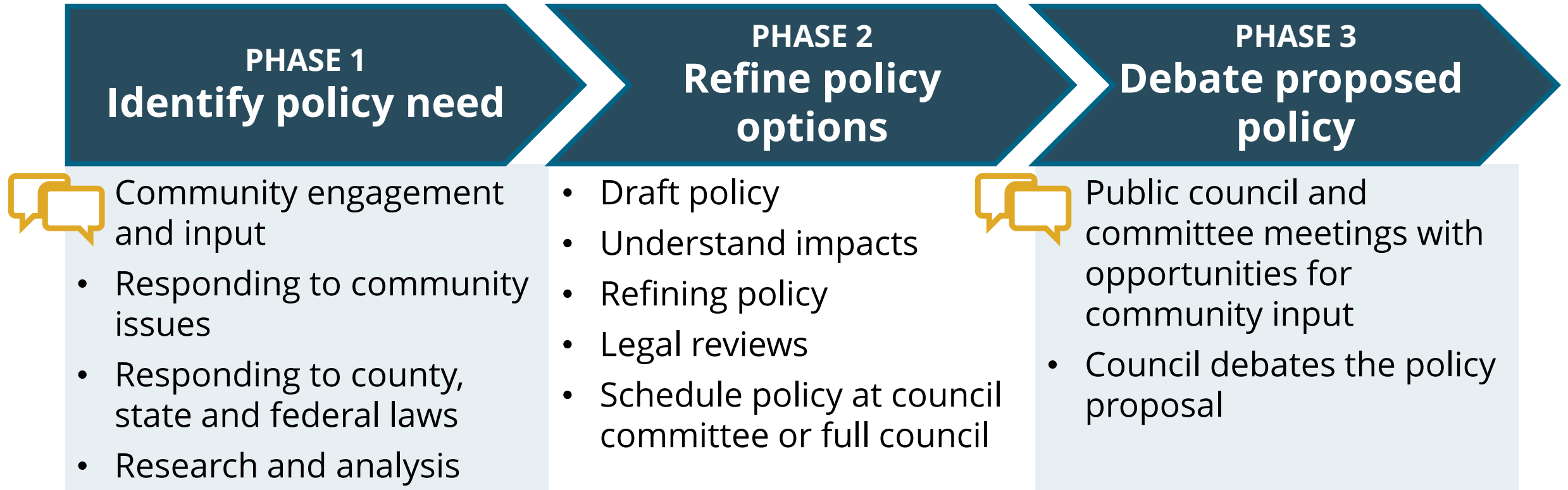
***Council elects a council president and vice president at the first meeting each year**



Other Code 3.02 Decisions

- Set a minimum requirement for council to meet at least two times per month, with at least one being a night meeting.
- Clarified vote requirements/thresholds not defined by the charter to align with 12-member council.
- Defined key council meeting management requirements.








Portland's Policy Process



FEEDBACK OPPORTUNITY

Q: How does the community provide feedback here in this new form of government?

Identify Policy Need

	STEP 1 Community and Partner Input	STEP 2 Potential Solutions Identified	STEP 3 Confirm Policy Choices	STEP 4 Refine Policy
	 Administration Community, Operational or Regulatory Need	Bureau staff Research, analysis, and policy drafting	 Community, internal partners & attorney engaged on draft policy (as appropriate or required)	Refine policy based on engagement.
	 Council Office Community or Policy Need	Council staff Research, analysis, and policy drafting	Community, internal partners & attorney engaged on draft policy (as appropriate or required)	Policy advances to phase 2.
	 Auditor's Office Community or Regulatory Need	Auditor's staff Research, analysis, and policy drafting		

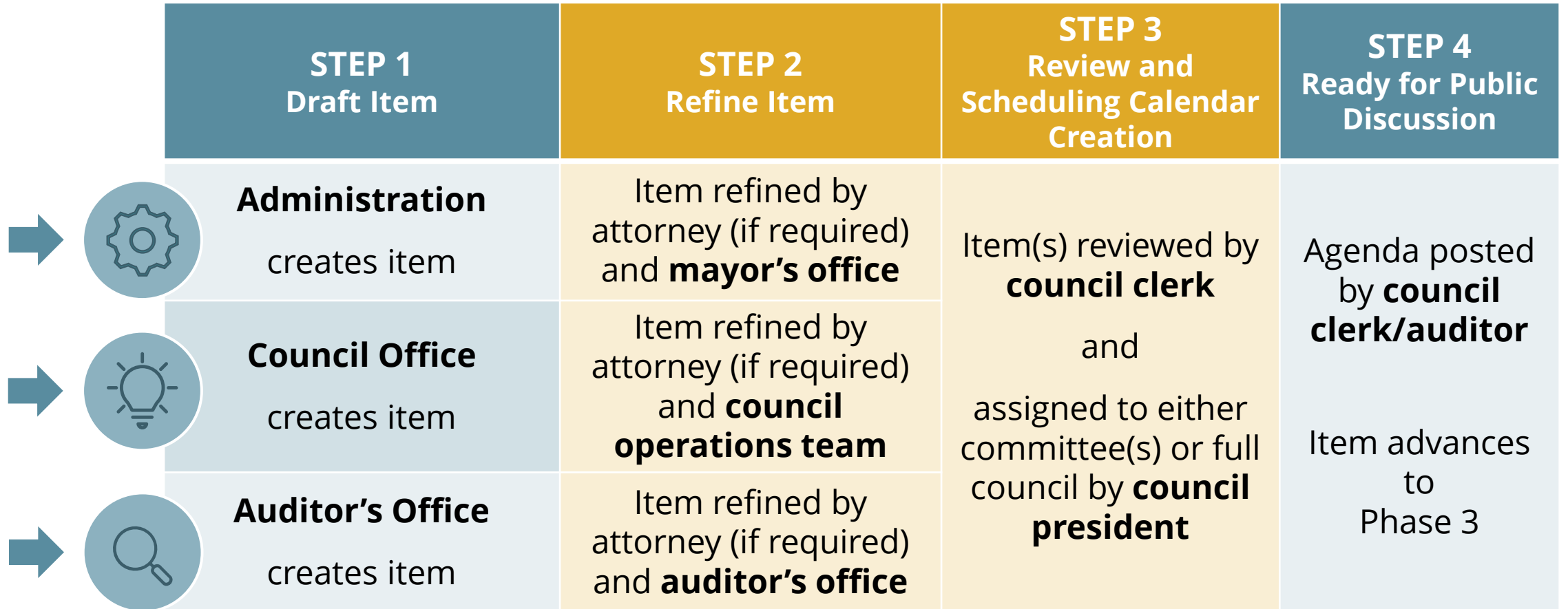


FEEDBACK OPPORTUNITY

Q: How does the community provide feedback here in this new form of government?





Refine Policy Options

A POLICY NEED IS IDENTIFIED



AGENDA FILING PROCESS STARTS

Debate Proposed Policy

STEP 1 Scheduling Calendar Approval	STEP 2, OPTION 1 Committee Meeting(s)	STEP 3 Council Decision	STEP 4 Permanent Record
Council approves the council president's assignment of item(s) to committee(s) or full council.	<ul style="list-style-type: none"> • Presentation • Public Input • Discussion • Create committee report & recommendation to full council  	Council votes (varies based on type of action and number of readings).	Auditor files item for permanent record.
	STEP 2, OPTION 2 Full Council Meeting <ul style="list-style-type: none"> • Presentation • Public Input • Discussion  		

FEEDBACK OPPORTUNITY

Q: How does the community provide feedback here in this new form of government?

Considerations for City Employees

The new council will focus on policy and connecting with community.

1. How could this new focus impact your work at the City?
2. What policy areas are you most concerned about as a City of Portland employee?
3. How do you think council committees could be useful?



Complete the online survey by April 4:

www.Portland.Gov/Transition



Email: transition@portlandoregon.gov



2024

Transition Ambassadors Program

Bureau of Human Resources, City of Portland
Tiffani Penson, People + Culture Manager

Overview

Our Role

People + Culture is a new team within BHR established to deploy and operationalize the Core Values of anti-racism, equity, communication, collaboration, transparency, and fiscal responsibility, adopted by City Council in 2020.

Supporting Change!

2024

The Pilot Transition Ambassadors program will support employees through the changes as our organization moves to a “One City” model under the mayor-council form of government.

Employees in this role will be instrumental in supporting staff by helping to:

- Drive, engage and inspire
- Be a change agent
- Deliver excellent customer service

What is an Ambassador?

2024

Information, Feedback, Support

Ambassadors will:

- Give you the most current transition information
- Direct you to the right contacts to answer your questions
- Support a “One City” culture with employee events
- Provide your feedback to the Transition Team and other leadership

Program Structure

2024

Steps for Pilot Phase

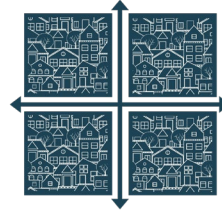
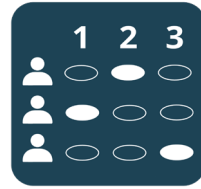
- Managers & supervisors will identify first cohort for program pilot
- 4 – 6 ambassadors to be selected per service area
- Ambassadors will be provided with the following resources:
 - *Training – Access to LEAD Trainings: Change Management Training; Mental Health and Wellbeing Trainings and Additional Resources*
 - *Program overview, planning and support – People + Culture and Charter Transition Team*

Ambassadors will be identified and trained in March and April, available to assist you starting in May!

A wide-angle photograph of a sunset over the ocean. The sky is filled with vibrant orange, red, and pink clouds, with the sun's glow visible on the right side. The ocean waves are calm, and the sandy beach is visible in the foreground. The text "Opportunities of Change" is centered in a bold, dark blue font.

Opportunities of Change

Desired Outcomes of the Transition



-
- ❖ An **accessible** and **transparent** government with Councilors who are easy to reach
 - ❖ A **trustworthy** government with councilors who safeguard democracy
 - ❖ A **reflective** government with councilors that look like the community they represent
 - ❖ A **responsive** government with councilors who understand community needs
 - ❖ An **accountable** government with councilors who answer to the people
 - ❖ A more **participatory and growing democracy**, with more voters' voices being heard in elections

Opportunities Coming Your Way!





Employee Wellness Resources

Visit: portland.gov/bhr/benefit-offerings/citystrong

Questions and Discussion



Stay Updated



Employee Intranet:

[employees.portland.gov/
transition](https://employees.portland.gov/transition)



Public Website

portland.gov/transition



Sign-up for our monthly newsletter:

portland.gov/transition/updates



Email

transition@portlandoregon.gov