

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING METRO) ORDINANCE NO. 02-947A
CODE SECTION 2.19.100 CONCERNING)
METRO'S COMMITTEE ON CITIZEN) Introduced by Councilor Rex Burkholder
INVOLVEMENT (MCCI))

WHEREAS, the Metro Office of Citizen Involvement was created in the Metro Charter adopted by the public in 1992; and

WHEREAS, a citizens' committee in the Office of Citizen Involvement was established by ordinance and is known as the Metro Committee for Citizen Involvement; and

WHEREAS, The Metro Council adopted Ordinance 00-860A and amended Metro Code section 2.19.100 and made changes to MCCI; and

WHEREAS, Metro is committed to citizen involvement as a major component of the agency's policy development and program implementation efforts; and

WHEREAS, to enhance the role of the Office of Citizen Involvement and to increase MCCI's effectiveness, a MCCI workgroup, consisting of MCCI members and Metro staff, met and created a list of recommendations to the Metro Council; and

WHEREAS, on January 14, 2002, the MCCI workgroup report was issued to Metro Council MCCI liaison, Councilor Rex Burkholder (labeled as Exhibit A); and

WHEREAS, on April 10, 2002, MCCI provided comment on the workgroup report and submitted it to the MCCI liaison (labeled as Exhibit B); and

WHEREAS, the Metro Council accepts the MCCI workgroup report and will enact its recommendations through this ordinance or a series of future ordinances;

WHEREAS, the effective date of the Metro Code changes will be January 6, 2003; now therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. Metro Code Section 2.19.100 is amended as follows

2.19.100 Metro Committee for Citizen Involvement (MCCI)

(a) Purpose. The purpose of the MCCI is to advise the Metro Council on the development and maintenance of programs and procedures to aid communication between citizens and the Metro Council. MCCI will advise the OCI and Metro Council and perform the duties assigned to it by the Metro Charter and to perform other related duties that the Metro Council shall may prescribe.

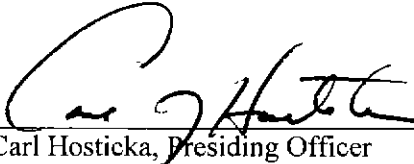
(b) Membership. The MCCI consists of ~~twenty-seven (27)~~ twenty (20) members as follows:-
~~The members of MCCI shall be appointed nominated as follows and adhere to Metro Code Section 2.19.030:~~

- (1) ~~Three (3)~~ Two (2) representatives from each of the ~~seven (7)~~ six (6) Metro Council Districts and two (2) at large representatives from the region as ~~nominated by the Council President~~ (for a total of ~~21~~ 14).
- (2) One (1) representative from each of the areas outside of the Metro boundaries of Clackamas, Multnomah, and Washington Counties (for a total of 3).
- (3) One (1) representative from each of Clackamas County's Committee for Citizen Involvement (CCI), Multnomah County Citizen Involvement Committee (CIC), and Washington County Committee for Citizen Involvement (CCI) (for a total of 3).

(c) Terms. Notwithstanding the provisions of Section 2.19.030(c), MCCI members may be appointed to fill up to three (3) consecutive two (2)-year terms.

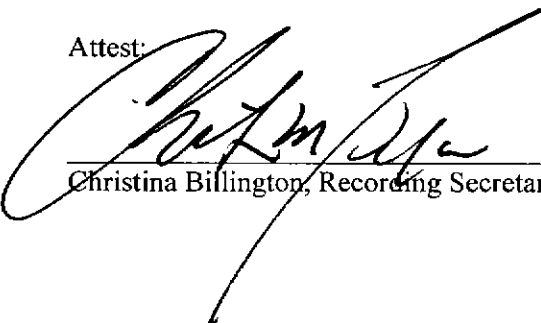
(d) Current Membership: Current MCCI members may complete their current term. At the completion of their current term, the member may reapply for any open seats in the district or area they represent, unless the current member has reached the term limit for service on the committee.

ADOPTED by the Metro Council this 3rd day of October, 2002.



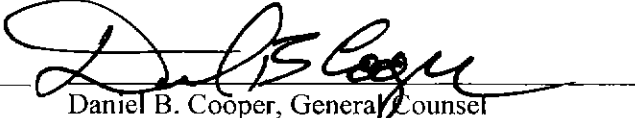
Carl Hosticka, Presiding Officer

Attest:



Christina Billington, Recording Secretary

Approved as to Form:



Daniel B. Cooper, General Counsel

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WHEREAS, a citizens' committee in the Office of Citizen Involvement was established by ordinance and is known as the Metro Committee for Citizen Involvement; and

WHEREAS, The Metro Council adopted Ordinance 00-860A and amended Metro Code section 2.19.100 and made changes to MCCI; and

WHEREAS, Metro is committed to citizen involvement as a major component of the agency's policy development and program implementation efforts; and

WHEREAS, to enhance the role of the Office of Citizen Involvement and to increase MCCI's effectiveness, a MCCI workgroup, consisting of MCCI members and Metro staff, met and created a list of recommendations to the Metro Council; and

WHEREAS, on January 14, 2002, the MCCI workgroup report was issued to Metro Council MCCI liaison, Councilor Rex Burkholder (labeled as Exhibit A); and

WHEREAS, on April 10, 2002, MCCI provided comment on the workgroup report and submitted it to the MCCI liaison (labeled as Exhibit B); and

WHEREAS, the Metro Council accepts the MCCI workgroup report and will enact its recommendations through this ordinance or a series of future ordinances;

WHEREAS, the effective date of the Metro Code changes will be January 6, 2003; now therefore,

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2.19.100 Metro Committee for Citizen Involvement (MCCI)

(a) Purpose. The purpose of the MCCI is to advise the Metro Council on the development and maintenance of programs and procedures to aid communication between citizens and the Metro Council. MCCI will advise the OCI and Metro Council and perform the duties assigned to it by the Metro Charter and to perform other related duties that the Metro Council ~~shall~~ may prescribe.

(b) Membership. The MCCI consists of ~~twenty-seven (27)~~ twenty (20) members. The members of MCCI shall be ~~appointed~~ nominated as follows and adhere to the nomination process outlined in Ordinance 00-860A:

- (1) ~~Three (3)~~ Two (2) representatives from each of the ~~seven (7)~~ six (6) Metro Council Districts and two (2) at large representatives from the region as nominated by the Council President (for a total of ~~24~~ 14).
- (2) One (1) representative from each of the areas outside of the Metro boundaries of Clackamas, Multnomah, and Washington Counties (for a total of 3).
- (3) One (1) representative from each of Clackamas County's Committee for Citizen Involvement (CCI), Multnomah County Citizen Involvement Committee (CIC), and Washington County Committee for Citizen Involvement (CCI) (for a total of 3).

(c) Terms. Notwithstanding the provisions of Section 2.19.030(c), MCCI members may be appointed to fill up to three (3) consecutive two (2)-year terms.

(d) Current Membership: Current MCCI members may complete their current term. At the completion of their current term, the member may reapply for any open seats in the district or area they represent, unless the current member have reached the term limit for service on the committee.

ADOPTED by the Metro Council this _____ day of _____, 2002.

Carl Hosticka, Presiding Officer

Attest:

Approved as to Form:

Christina Billington, Recording Secretary

Daniel B. Cooper, General Counsel

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METRO'S COMMITTEE ON CITIZEN) Introduced by Councilor Rex Burkholder
INVOLVEMENT (MCCI))

WHEREAS, the Metro Office of Citizen Involvement was created in the Metro Charter adopted by the public in 1992; and

WHEREAS, a citizens' committee in the Office of Citizen Involvement was established by ordinance and is known as the Metro Committee for Citizen Involvement; and

WHEREAS, The Metro Council adopted Ordinance 00-860A and amended Metro Code section 2.19.100 and made changes to MCCI; and

WHEREAS, Metro is committed to citizen involvement as a major component of the agency's policy development and program implementation efforts; and

WHEREAS, to enhance the role of the Office of Citizen Involvement and to increase MCCI's effectiveness, a MCCI workgroup, consisting of MCCI members and Metro staff, met and created a list of recommendations to the Metro Council; and

WHEREAS, on January 14, 2002, the MCCI workgroup report was issued to Metro Council MCCI liaison, Councilor Rex Burkholder (labeled as Exhibit A); and

WHEREAS, on April 10, 2002, MCCI provided comment on the workgroup report and submitted it to the MCCI liaison (labeled as Exhibit B); and

WHEREAS, the Office of Citizen Involvement, in consultation with MCCI, will determine the adequacy of the Public Involvement Plans for the agency; and

WHEREAS, the Metro Council accepts the MCCI workgroup report and will enact its recommendations through this ordinance or a series of future ordinances;

WHEREAS, the effective date of the Metro Code changes will be January 6, 2003; now therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

- 1. Metro Code Section 2.19.100 is amended as follows

2.19.100 Metro Committee for Citizen Involvement (MCCI)

(a) Purpose. The purpose of the MCCI is to advise the Metro Council (through the Office of Citizen Involvement –OCI) on the development and maintenance of programs and procedures to aid communication between citizens and the Metro Council. MCCI will advise the OCI and perform the

duties assigned to it by the Metro Charter and to perform other related duties that the Metro Council ~~shall~~ may prescribe.

(b) Membership. The MCCI consists of ~~twenty-seven (27)~~ twenty (20) members. The members of MCCI shall be ~~appointed~~ nominated as follows and adhere to the nomination process outlined in Ordinance 00-860A:

- (1) ~~Three (3)~~ Two (2) representatives from each of the ~~seven (7)~~ six (6) Metro Council Districts and two (2) at large representatives from the region as nominated by the Council President (for a total of ~~21~~ 14).
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- (3) One (1) representative from each of Clackamas County's Committee for Citizen Involvement (CCI), Multnomah County Citizen Involvement Committee (CIC), and Washington County Committee for Citizen Involvement (CCI) (for a total of 3).

(c) Terms. Notwithstanding the provisions of Section 2.19.030(c), MCCI members may be appointed to fill up to three (3) consecutive two (2)-year terms.

(d) Current Membership: Current MCCI members may complete their current term. At the completion of their current term, the member may reapply for any open seats in the district or area they represent.

ADOPTED by the Metro Council this ____ day of _____, 2002.

Carl Hosticka, Presiding Officer

Attest:

Approved as to Form:

Christina Billington, Recording Secretary

Daniel B. Cooper, General Counsel

MCCI WORKGROUP REPORT

January 14, 2002

EXECUTIVE SUMMARY

As set out in the 1992 Metro Charter, the Metro Office of Citizen Involvement (OCI) was created "to develop and maintain programs and procedures to aid communications between citizens and the council and executive officer." In addition, a citizens' committee in the Office of Citizen Involvement was to be established by ordinance – that committee is now known as the Metro Committee for Citizen Involvement (MCCI).

Metro's commitment to citizen involvement is a major component of the agency's efforts. It is the sole function of the OCI to maintain and renew this commitment, and to establish a structure within which citizens may provide valuable feedback and support. MCCI has been instrumental in advocating for a strong and successful office of citizen involvement, and its future contributions will be vital for the OCI's success.

To enhance the role of the OCI and to increase MCCI's effectiveness in the Metro agency, the MCCI Workgroup, consisting of MCCI members and Metro staff, met to explore opportunities for improvement. After three work sessions, the MCCI Workgroup is pleased to make the following recommendations.

MCCI will achieve a more influential and effective role by partnering with the newly formed Council Outreach Office. MCCI will support the OCI in its efforts to maintain and renew the citizen involvement goals of the agency. In turn, Outreach staff will consult with MCCI members on citizen involvement issues in key projects and provide staffing to MCCI. Outreach staff will support MCCI in forming strong relationships with Council members and agency staff, and will support efforts for improvement, such as the Public Involvement Planning Guide (PIPG) review. MCCI will streamline its membership structure and place a renewed focus on training and orientation.

APPROACH

2001 MCCI Retreat

In the September 8, 2001, MCCI Retreat, a number of critical issues were identified for resolution. Among those issues were: how MCCI could better monitor and advise Metro on citizen involvement; how MCCI could develop a better working relationship with the Metro Council; and how to create an environment where citizen involvement at Metro was considered necessary, and not just a requirement. A small workgroup was convened to focus on, and provide recommendations regarding the following topics: the OCI's function and role; MCCI's function and role; staffing; membership; and training.

MCCI Workgroup

The MCCI Workgroup, consisting of representatives from MCCI and Council, met October 30, November 21 and December 12, 2001 in one- to two-hour sessions. MCCI representatives were as follows: MCCI member Norm Andreen, MCCI Vice Chair Dennis Ganoe, MCCI Chair Ted Kyle and MCCI member Scott Seibert. Council Representatives were as follows: Communications Officer John Donovan, Outreach Assistant/MCCI Staff Cary Stacey and Legislative/Policy Development Officer Jeff Stone.

In addition, interviews were held by John Donovan and Cary Stacey with MCCI Subcommittee Liaisons Ron Klein, Jan O'Dell, Sherry Oeser and Gina Whitehill-Baziuk to assess departmental perceptions of MCCI's contributions and impediments and the functionality of the PIPG. Results from these interviews revealed some suggestions for improvement, including full support for a revision of the PIPG.

Interim Council Structure

In preparation for the larger transition at Metro, the Council office was restructured in October of 2001. This interim structure established a management team consisting of the Presiding Officer and key staff to oversee operations, legislative direction and public outreach. An Outreach Office was created within the Council Office, with Jeff Stone as Legislative/Policy Development Officer, John Donovan as Communications Officer, and Cary Stacey as one of two Outreach Assistants. Among other responsibilities, the Outreach staff will create and implement a comprehensive communication plan for all phases of the transition. The new structure allows for policy and outreach issues to be developed in tandem by Outreach staff, and presents a new opportunity for MCCI's role in the agency. John Donovan and Jeff Stone are committed to work towards the greater involvement of MCCI through this new structure, and are positioned to strongly advocate for the work done by MCCI.

Recommendation Process

Recommendations will be presented via written report to Councilor Rex Burkholder, MCCI liaison, in a meeting with representatives from the MCCI Workgroup. Following his acceptance of the report, recommendations will be presented to the MCCI Regular Committee. Upon acceptance of the recommendations by the MCCI Regular Committee, the following package will be presented to Council: an ordinance to finalize MCCI membership changes, an ordinance to establish the OCI's role and function, and the results from the PIPG Review Committee. In addition, MPAC should be briefed on these changes.

RECOMMENDATIONS

The OCI's Function and Role

The OCI, staffed by John Donovan and Cary Stacey, will provide resources and outreach in order to further citizen involvement in Metro's policy-making efforts and programs. The OCI is committed to making citizen involvement the cornerstone of the Council Communication Plan, and will identify projects needing citizen involvement and monitor and seek consistency in citizen outreach.

The OCI will determine the adequacy of PIPS, in consultation with MCCI, by assisting in and facilitating links with projects at the department head level. The OCI will follow up with these projects by providing input on departmental performance in regards to citizen involvement. In conjunction with the rest of the Outreach Office, the OCI will facilitate both Council and Council committee relations with MCCI.

MCCI's Function and Role

MCCI will assist the OCI and Metro Council Outreach Office in identifying projects needing citizen involvement and providing constructive feedback on agency PIPs. MCCI will assist the OCI in identifying those programs requiring critical citizen involvement efforts and setting priorities for review in the coming year. Selected projects will then be reviewed by MCCI members in subcommittee or in the committee as a whole.

MCCI will assist the OCI in verifying the execution of PIPs and assessing the processes, determining whether the results of a PIP affected the final decision or outcome, as well as assessing citizen perceptions of the effort. In addition, MCCI must be prepared to convene temporary task force committees to address immediate, short-term projects as they arise.

As per MCCI Resolution No. 01-001, a PIPG review committee, consisting of four MCCI members, two Metro staff members, and one member from the Metro Council Office staff, will review the PIPG. This step is acknowledged and supported by the MCCI Workgroup and the Council Outreach Office.

Staffing

In addition to advocating for citizen involvement within the agency, the OCI will provide clerical support to MCCI.

Membership

In the interest of establishing an effective and productive group, it is recommended that district representation on MCCI be lowered from three members per district to two members per district. In addition, an appointment by the Council President should be considered. Outstanding members shall leave the group through attrition. It is recommended that these changes to the MCCI membership be formalized through an Ordinance to the Metro Council.

Training

It is recommended that MCCI staff coordinate an orientation for new members on a quarterly basis. The orientation shall include viewing of the Metro orientation video and presentations from representatives of the Metro Council, the Executive Office and agency departments.

It is also recommended that members of the MCCI Regular Committee participate in a 5-minute training as a standing item on meeting agendas. The training will take place in the Regular Committee meeting, and will address issues such as Oregon's Open Meetings Law.

Long-Term Goals

The following long-term goals were identified for future exploration:

- Audit the level of citizen involvement in local governments
- Create programs to recognize governments, agencies and organizations for effective citizen involvement
- In the form of MCCI, establish a dynamic and effective committee that has an applicant waiting list

RESPONSE TO THE MCCI WORKGROUP REPORT

April 10, 2002

BACKGROUND

On January 17, 2002, the Metro Committee for Citizen Involvement (MCCI) received from the MCCI Workgroup a report that proposed to define the role of the Office of Citizen Involvement (OCI) and to increase MCCI's effectiveness within Metro. The MCCI Workgroup Report proposed a partnership between MCCI and the OCI in the newly formed Council Outreach Office and outlined ways in which this partnership would achieve the citizen involvement goals of both MCCI and Metro.

At the March 20, 2002 MCCI Regular Meeting, the MCCI Workgroup report was presented by MCCI Chair Ted Kyle, MCCI Workgroup members, Council Communications Officer John Donovan, and Councilor Rex Burkholder. During a period extending from this meeting to March 29, 2002, comments regarding the report were received from the following MCCI members: Kay Durtschi, Dennis Ganoë, Ted Kyle, Darren Pennington, Bob Pung, Pat Russell, Ray Sherwood and Elizabeth Tucker.

SUMMARY OF COMMENTS

General Comments

There were concerns that history, the Metro Charter and the RUGGOs were being ignored. There was also a concern that Council would still not listen to MCCI. There was a concern that the opinions in the proposal were misrepresented as belonging to MCCI.

OCI's Function and Role

There was a suggestion to establish alternative channels for communicating with the agency.

MCCI's Function and Role

There were some concerns that MCCI's proposed role would mean a loss of leadership, independence and responsibility, which could cause a decrease in the committee's effectiveness. There was a suggestion that MCCI's role include ensuring that all members were active and involved with their neighborhoods. There was a suggestion that a structure be recommended to evaluate MCCI's effectiveness.

Staffing

There was a suggestion that MCCI's administrative responsibilities, in conjunction with the OCI, be more clearly articulated.

Membership

There was a concern with the proposal to reduce the size of membership. There were some suggestions regarding recruitment for new members.

GENERAL COMMENTS

Kay Durtschi

Said the proposal ignored the initial intent for MCCI to be independent with the right to hire and fire its own staff. Believed the committee only became effective when it took charge of its own work, and was hesitant to turn that role over to staff. Had no objection to staff following MCCI's lead, but she had concerns with the reverse situation. Was concerned that MCCI would be a rubber stamp for the OCI's work. Believed leadership of citizen involvement at Metro should be contained within MCCI and that staff should carry out what MCCI wanted.

Response:

Metro Charter provisions establishing a citizen's committee to advise the Office of Citizen Involvement did not direct that the committee should be independent from Metro. In the interest of effective communication between the committee and the agency, the Workgroup believes that a closer working relationship will help both parties achieve mutual citizen involvement goals. MCCI is not expected to be a rubber stamp for OCI's work; rather, it is hoped that MCCI will work collaboratively with the OCI. Leadership of citizen involvement will be a shared responsibility, resulting in an increased potential for implementing citizen involvement throughout the region.

Dennis Ganoe

Suggested a wording change to the report on page 3, third paragraph to emphasize MCCI's role as follows:

MCCI will assist the OCI and Metro Council Outreach Office ~~in~~ by identifying projects needing citizen involvement and providing constructive feedback on agency PIPs. MCCI will assist the OCI ~~in~~ by identifying those programs requiring critical citizen involvement efforts and setting priorities for review in the coming year. Selected projects will ~~then be~~ reviewed by MCCI members in subcommittee or in the committee as a whole.

Response:

The requested wording changes will be made to the MCCI Workgroup Report.

Ted Kyle

Said the proposal should articulate that MCCI would continue to set its work and would advise the Council and the Council President.

Response:

The MCCI Workgroup Report will articulate MCCI's administrative responsibilities as requested by Mr. Kyle and Mr. Pennington (see Mr. Pennington's comments below). MCCI's suggested advisory capacity is consistent with the recommendations from the Transition Advisory Task Force, and will be articulated in the MCCI Workgroup Report as requested.

Darren Pennington

Asked that the report articulate that MCCI's administrative responsibilities, in terms of setting agendas, work plans and work groups, would be carried out with the OCI's assistance. Asked for the report to recommend establishing a process for MCCI and the OCI to evaluate MCCI's effectiveness.

Response:

The MCCI Workgroup Report will articulate MCCI's administrative responsibilities as requested by Mr. Kyle and Mr. Pennington (see Mr. Kyle's comments above). The report will recommend an evaluation process as requested.

Bob Pung

Said the direction towards reduction was OK, but felt there should be representation for the disabled population. Said that MCCI's role should include ensuring that all members were active and involved with their neighborhoods. Was concerned that the proposal did not ensure that Council would listen to MCCI and that MCCI would be vulnerable to political influence.

Response:

It is agreed that MCCI should strive for as diverse a membership as possible and this recommendation will be included in the MCCI Workgroup Report. A recommendation that all MCCI members demonstrate an involvement with their local communities (to account for those who live in areas with defunct neighborhood groups) will be included in the MCCI Workgroup Report. Although the proposal does not guarantee that the relationship between MCCI and the Council will improve, the Workgroup believes that the new model in which MCCI collaborates with the OCI will greatly increase effective communication between MCCI and the Council.

Pat Russell

Agreed with Mr. Sherwood's written comments

Response:

See response to Mr. Sherwood's comments below.

Ray Sherwood

Was concerned that MCCI's role would become consultative and passive instead of independent and active. Was concerned that MCCI was not independently funded and operated, which went against the Metro Charter. Said that MCCI should be an independent body of citizens set apart from the Metro staff. Believed reducing membership would reduce citizen participation. Suggested increasing the number of citizens who serve by having Metro Councilors help to recruit new members. Was concerned that the Council might implement something similar to the workgroup report for ease of administration. Had a concern that the proposal was misrepresented as MCCI's opinion and that the proposal should not come from MCCI. Asked for a review of what would go before the Council.

Response:

Through partnering with the OCI, MCCI will continue to be responsible for assessing citizen involvement at Metro and, the Workgroup believes, the committee's role will be active rather than passive. While the Metro Charter did establish a citizen's committee within the Office of Citizen Involvement, it did not specify whether the committee should be completely independent from Metro. In the interest of fostering effective communication between the committee and the agency, the Workgroup believes that a closer working relationship will help better achieve citizen involvement goals. Reducing membership was proposed so that MCCI's size could become more cohesive, effective and stable. The proposal will be presented to the Metro Council as a product of the MCCI Workgroup, and will be accompanied by comments put forth by MCCI members. MCCI members will receive copies of this document and will also have the opportunity to review any legislation regarding the MCCI Workgroup Report.

Elizabeth Tucker

Suggested building in wording in that allowed for other channels in case liaisons were ineffective.

Response:

The requested wording changes will be made to the MCCI Workgroup Report.

DETAILED COMMENTS

Kay Durtschi

Ms. Durtschi commented verbally at the March 20, 2002 Regular Meeting as follows:

She didn't think the report addressed what MCCI was trying to do when it was established. Multnomah County helped write the first set of bylaws, intending that the committee be independent with the right to hire and fire its own staff. Her concern was that MCCI would be a rubber stamp for the OCI's work. She said that the committee only started to become effective when it took charge of its own destiny, and she hesitated to turn that role over to staff. She said she had no objection to staff following MCCI's lead, but she had concerns with the reverse situation. She said leadership of citizen involvement at Metro should be contained within MCCI and that staff should carry out what MCCI wanted.

Dennis Ganoë

Mr. Ganoë's comments were verbally given to MCCI staff directly after the March 20, 2002 Regular Committee Meeting.

Ted Kyle

Ted Kyle commented verbally at the March 20, 2002 Regular Meeting as follows:

Chair Kyle said the committee should continue to set its work, and that wasn't clear in the proposal. The document also did not clarify that MCCI would advise the Council and the Council President.

Darren Pennington

Mr. Pennington's comments, submitted via email, are attached to this document as part of Appendix A.

Bob Pung

Mr. Pung commented verbally at the March 20, 2002 Regular Meeting as follows:

He said the direction towards reduction was OK, but he felt there should be representation for the disabled population. He said that MCCI's role should include ensuring that all members were active and involved with their neighborhoods. He said he was concerned that MCCI would be vulnerable to the arrogance of politicians.

Mr. Pung's additional comments, submitted via email, are attached to this document as part of Appendix A.

Pat Russell

Mr. Russell commented verbally at the March 20, 2002 Regular Meeting as follows:

Mr. Russell spoke to Mr. Sherwood's written comments included in the March 20, 2002 Regular Meeting packet and said he supported them.

Ray Sherwood

Mr. Sherwood commented verbally at the March 20, 2002 Regular Meeting as follows:

He said he was concerned with some of the language in the recommendations. He said there was no guarantee that MCCI would always be accorded the type of respect the Charter required. He said the Council might implement something similar to the workgroup report for ease of administration. He said that MCCI should be an independent body of citizens set apart from the Metro staff, and that the proposal should not come from MCCI. He asked for a review of what would go before the Council.

Mr. Sherwood's additional comments, submitted via email, are attached to this document as part of Appendix A.

Elizabeth Tucker

Ms. Tucker commented verbally at the March 20, 2002 Regular Meeting as follows:

She referred to Ms. Durtschi's concern with ineffective liaisons and suggested building in wording in that allowed for other channels in case liaisons were ineffective.

GOVERNMENT AFFAIRS COMMITTEE REPORT

CONSIDERATION OF **ORDINANCE NO. 02-947A**, FOR THE PURPOSE OF AMENDING METRO CODE SECTION 2.19.100 CONCERNING METRO'S COMMITTEE ON CITIZEN INVOLVEMENT (MCCI)

Date: 3 October 2002

Presented by: Councilor Burkholder

Committee Recommendation: At its September 12, 2002, meeting, the Government Affairs Committee voted 3-0 to recommend Council adoption of Ordinance No. 02-947A. Voting in favor: Councilors Monroe, Burkholder, and Bragdon. Voting against: None. Absent: None.

Background: John Donovan, Communications Officer, along with Ted Kyle, MCCI member, presented the staff report. They explained that the Metro Committee on Citizen Involvement (MCCI) appointed a workgroup comprised of MCCI members and Metro staff to evaluate ways in which the Committee could more effectively fulfill its charge. The proposed Ordinance reflects the following recommendations of this work group: 1) MCCI and the Office for Citizen Involvement (OCI) will actively work together to achieve constructive citizen involvement opportunities within Metro; 2) OCI staff will consult with and provide support to MCCI members for ongoing meetings, interface with Council members, and special projects; 3) MCCI and OCI staff will focus on reviewing and updating the Public Involvement Planning Guide (PIPG); and 4) MCCI will fine-tune its membership structure, shrinking its size by one-third, and devote more attention to training and orientation for its members. MCCI reviewed and approved the proposed Ordinance 02-947, but subsequently suggested two amendments, which Mr. Donovan distributed to the Committee.

Committee Issues/Discussion: Councilor Burkholder expressed his belief that the Office of Citizen Involvement (OCI) is established in the Metro Charter, with MCCI acting in an advisory capacity to Council through that office. General Counsel Dan Cooper read Section 28 of the Metro Charter, which establishes and defines the Office of Citizen Involvement. He stated that his primary concern is with clarifying the relationship between MCCI and OCI; that this relationship should foster good public involvement. Councilor Monroe stated that MCCI needs the authority to come directly to Council whenever they feel the need to do so, without a filter. Mr. Kyle reiterated that MCCI proposed the amendments to ensure that MCCI has a direct link to Council, but that MCCI also understands that it works for Council and will abide by whatever decisions are made by Council.

Key Public Testimony: Scott Siebert, MCCI member, stated that, although not everyone on MCCI is in full agreement with the proposed changes, the group fundamentally agrees with the need for the change. He said that the group's goal is to become an integrated part of Metro; a valuable resource for public involvement.

Kay Durtschi, MCCI member, stated that she wasn't against the proposed ordinance, but that she objected to the process of review by MCCI. She stated that the committee did not get a final copy of the ordinance before it was forwarded to Council. She expressed further concerns with MCCI staff reporting to Council rather than directly to MCCI. She felt that MCCI should function independently, in the same manner that MPAC (Metro Policy Advisory Committee) does. Mr. Donovan responded to Ms. Durtschi's comments, stating that MCCI understood the ordinance would go directly to the Government Affairs Committee and not return to MCCI. He said that he would make sure MCCI is fully briefed on Council's discussion and decision regarding the ordinance. In regards to the staffing concern, he stated that MPAC staff report to the Executive Officer in the same way that MCCI staff report to Council.

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 02-947, FOR THE PURPOSE OF AMENDING METRO CODE SECTION 2.19.100 CONCERNING METRO'S COMMITTEE ON CITIZEN INVOLVEMENT (MCCI)

Date: May 10, 2002

Prepared by: Jeff Stone, Cary Stacey

BACKGROUND

Executive Summary

As set out in the 1992 Metro Charter, the Metro Office of Citizen Involvement (OCI) was created "to develop and maintain programs and procedures to aid communications between citizens and the council and executive officer." In addition, a citizens' committee in the Office of Citizen Involvement was to be established by ordinance – that committee is now known as the Metro Committee for Citizen Involvement (MCCI).

Metro's commitment to citizen involvement is a major component of the agency's efforts. It is the sole function of the OCI to maintain and renew this commitment, and to establish a structure within which citizens may provide valuable feedback and support. MCCI has been instrumental in advocating for a strong and successful office of citizen involvement, and its future contributions will be vital for the OCI's success.

To enhance the role of the OCI and to increase MCCI's effectiveness with Metro, the MCCI Workgroup, consisting of MCCI members and Metro staff, met to explore opportunities for improvement, and concluded the following:

MCCI will achieve a more influential and effective role by partnering with the OCI in the newly formed Council Outreach Office. MCCI will support the OCI in its efforts to maintain and renew the citizen involvement goals of the agency. In turn, Outreach staff will consult with MCCI members on citizen involvement issues in key projects and provide staffing to MCCI. Outreach staff will support MCCI in forming strong relationships with Council members and agency staff, and will support efforts for improvement, such as the Public Involvement Planning Guide (PIPG) review. MCCI will streamline its membership structure and place a renewed focus on training and orientation.

Approach

The MCCI Workgroup, consisting of representatives from MCCI and Council, met October 30, November 21, and December 12, 2001 in one- to two-hour sessions. MCCI representatives included: member Norm Andreen, Vice Chair Dennis Ganoe, Chair Ted Kyle and member Scott Seibert. Council Representatives included: Communications Officer John Donovan, Outreach Assistant/MCCI Staff Cary Stacey, Legislative/Policy Development Officer Jeff Stone.

In addition, interviews were held by John Donovan and Cary Stacey with MCCI Subcommittee Liaisons Ron Klein, Jan O'Dell, Sherry Oeser, Gina Whitehill-Baziuk to assess departmental perceptions of MCCI's contributions and impediments, and the functionality of the PIPG. Results from these interviews revealed some suggestions for improvement, including full support for a revision of the PIPG.

RECOMMENDATIONS

The OCI's Function and Role

The OCI, staffed by John Donovan and Cary Stacey, will provide resources and outreach in order to further citizen involvement in Metro's policy-making efforts and programs. The OCI is committed to making citizen involvement the cornerstone of the Council Communication Plan, and will identify projects needing citizen involvement and monitor and seek consistency in citizen outreach.

The OCI will determine the adequacy of PIPs, in consultation with MCCI, and will facilitate links with projects at the department head level. The OCI will follow up with these projects by providing input on departmental performance in regards to citizen involvement. In conjunction with the rest of the Outreach Office, the OCI will facilitate both Council and Council committee relations with MCCI.

MCCI's Function and Role

MCCI will provide advice on citizen involvement to the Metro Council and Council President. MCCI will assist the OCI and Metro Council Outreach Office by identifying projects needing citizen involvement and providing constructive feedback on agency PIPs. MCCI will assist the OCI by identifying those programs requiring critical citizen involvement efforts and setting priorities for review in the coming year. Selected projects will be reviewed by MCCI members in subcommittee or in the committee as a whole. With the OCI's assistance, MCCI will continue to set its agendas and work plans and assign work groups as needed.

MCCI will assist the OCI in verifying the execution of PIPs and assessing the processes, determining whether the results of a PIP affected the final decision or outcome, as well as assessing citizen perceptions of the effort. In addition, MCCI must be prepared to convene temporary task force committees to address immediate, short-term projects as they arise.

As per a MCCI resolution, a PIPG review committee, consisting of four MCCI members, two Metro staff members, and one member from the Metro Council Office staff, will review the PIPG. This step is acknowledged and supported by the MCCI Workgroup and the Council Outreach Office.

It is recommended that a process be established for MCCI and the OCI to evaluate MCCI's effectiveness. This evaluation process should include an assessment of liaison effectiveness and provide for alternative communication channels, if needed.

Membership

In the interest of establishing an effective and productive group, it is recommended that district representation on MCCI be lowered from three members per district to two members per district. In addition, an appointment by the Council President should be considered. Outstanding members shall leave the group through attrition.

In terms of recruitment, MCCI should strive for as diverse a membership as possible. It is recommended that all MCCI members and considered applicants demonstrate an active involvement with their local communities.

ANALYSIS/INFORMATION

1. **Known Opposition:** MCCI members are not unanimously in support of this ordinance.
2. **Legal Antecedents:** Metro Code Chapter 2.19.100 outlines the purpose and membership of MCCI.
3. **Anticipated Effects:** To promote greater effectiveness and coordination of efforts by MCCI through the Office of Citizen Involvement.
4. **Budget Impacts:** No additional resources are required to enact this legislation.

RECOMMENDED ACTION

Staff recommends that the Metro Council approve Ordinance No. 02-947.

Metro Committee for Citizen Involvement
Recommended approval of Ordinance 02-947 on July 17, 2002
Vote: 11 aye/1 nay/1 abstain
Proposed revisions to Ordinance 02-947

Amendment 1:

Delete the eighth WHEREAS – WHEREAS, the Office of Citizen Involvement, in consultation with MCCI, will determine the adequacy of the Public Involvement Plans for the agency; and

Amendment 2:

Revise Section 1 (a) to read:

(a) Purpose. The purpose of MCCI is to advise the Metro Council (~~through the Office of Citizen Involvement—OCI~~) on the development and maintenance of programs and procedures to aid in communication between citizens and the Metro Council. MCCI will advise the OCI and Metro Council and perform the duties assigned to it by the Metro Charter and to perform other related duties that the Metro Council may prescribe.

Clarification:

The committee wanted to clarify that the language in Section 1(d) does not change or extend the term limit requirement for current MCCI members, which is set at six years by Council ordinance.

Section 1 (d):

(d) Current Membership: Current MCCI members may complete their current term. At the completion of their current term, the member may reapply for any open seats in the district or area they represent.

Possible clarification amendment:

Section 1 (d):

(d) Current Membership: Current MCCI members may complete their current term. At the completion of their current term, the member may reapply for any open seats in the district or area they represent, unless the current members have reached the term limit for service on the committee.