

# Agenda



**Metro**

600 NE Grand Ave.  
Portland, OR 97232-2736

Meeting: CORE Monthly Meeting  
Date: Thursday, November 21, 2019  
Time: 6 p.m. to 8 p.m.  
Place: Metro Regional Center, Council Chamber

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- 6:00pm** Welcome New Committee Members
- 6:30pm** Committee Business and Public Comment  
Updates from Committee Members
- 7:00pm** Council Update
- 7:15pm** Metro Property & Environmental Services (PES) – Transfer Station  
*Metro PES Department Presenters:*  
*Dan Blue – Planning and Stewardship Manager*  
*Estee Segal – Construction Project Manager*  
*Matt Tracy – Principal Solid Waste Planner*
- 8:00pm** Adjourn

# Proposed West Side Transfer Station Engagement & Equity Approach (Phase one)

## Project Background

Metro's Property and Environmental Services Department is proposing the siting, design, development and construction of a transfer station to be located in the Western portion of the Metro region. The multi-use facility would handle the collection of garbage, recyclables, household hazardous waste and reusable items and provide a variety of other benefits to the community. The proposal is supported by the Values, Principles, Vision, and Goals of Metro's 2030 Regional Waste Plan, customer feedback, and regional jurisdictional partners.

After a year of searching for properties, in the fall of 2019, Metro entered into a one-year sale agreement with a property owner that grants Metro exclusive rights to purchase a 12-acre industrial-zoned property located on 4th and Holladay Streets in Cornelius. During this due diligence period, Metro will evaluate the site for health, environmental, transportation, cost efficiency, and social and cultural impacts to inform the decision on whether to purchase the property and build the transfer facility. Metro Project Team and Metro Council must decide whether to build the facility by October of 2020. The Metro Council will formalize the decision through a resolution.

## Community Engagement

*Community engagement is one part of a broader project management plan to acquire property, engage the community, conduct due diligence, design, construct, and plan for operation of a new transfer facility.*

Community engagement is intended to:

- Be integral to the advancement of racial equity\*
- Inform decision-making about siting, programming, design and services of the project
- Ensure the proposed facility will be an asset to Cornelius, Washington County, and the environment
- Engage potentially affected individuals, while prioritizing participation from people historically excluded from government decision-making and the solid waste system.
- *Create of a Good Neighbor Agreement and a Community Benefits Agreement.*

## Engagement (Phase 1)

[October 2019 – August 2020]

Meaningfully engage a diverse base of residents, community leaders, businesses, and garbage and recycling industry professionals to help inform decision-making and identify potential impacts and opportunities of siting a transfer station at 4th and Holladay Street in Cornelius.

Goals:

- 1) Partner with a Community Based Organization to advance racial equity and apply environmental justice lens
- 2) Educate the public about the solid waste system and listen to feedback about current use
- 3) In partnership with community, discuss potential benefits, opportunities and challenges of this project. Explore ways to incorporate these ideas early in the process and identify ways to mitigate community concerns through design, if possible.

- 4) Determine the level of support for the proposed transfer station at this location
- 5) Community explores desired amenities and services in preparation for phase 2 of engagement

## Strategy

The engagement team will use sub-regional, place-based, and multifaceted approach to reach priority audiences and minimize barriers to participation. This means we will engage in local spaces where folks feel comfortable. Metro will consider time, day of the week, location of meetings, language, accessibility, childcare and will provide stipends for participation.

## Priority Audiences

- Residents, workers, and businesses of Cornelius living or functioning near the proposed site
- Prioritize underserved communities who may be most impacted, greatest barriers (*youth, people of color, indigenous, seniors, people with limited English proficiency, others living at or below poverty line*)
- Local garbage and recycling industry professionals

## Other Audiences

- Residents of neighboring communities including Hillsboro, Beaverton, Forest Grove

## Potential External partnerships

**Centro cultural**, Adelante Mujeres, Bien Estar, Washington County Master Recyclers, Promotores, Forest Grove School District, Hillsboro School District, Native American Youth and Family Center, IRCO Slavic Network of Oregon, OPAL, Center for African Immigrants and Refugees Organization, Asian Pacific American Network of Oregon

## Engagement (Phase 2):

[Tentative Timeline 2021 –2023]

*If after Phase 1 engagement and due diligence, Metro determines there is support for building the transfer station on this property, it will purchase the property and embark upon a second phase of engagement to guide Metro on topics such as community amenities, design, workforce development and services. During this phase, Metro will begin the process to create a Good Neighbor Agreement and a Community Benefits Agreement.*

**The final engagement plan will incorporate feedback from CORE and our future Community Based Organization partner (once identified).**

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\*Equity approach on Page 3-4

## Equity Approach

The engagement approach is informed by Metro’s [Strategic Plan to Advance Racial Equity, Diversity and Inclusion](#), the [Property and Environmental Services’ Diversity, Racial Equity and Inclusion Work Plan](#), and the [2030 Regional Waste Plan](#).

### 1. Strategic Plan to Advance Racial Equity, Diversity and Inclusion (adopted by Metro Council in 2016)

Goal	Objective	What this means for this project?
<b>Goal B-</b> Metro meaningfully engage communities of color	<p><b>Objective 1:</b> Establish and strengthen relationships with communities of color.</p> <p><b>Objective 3:</b> Increase participation of communities of color in Metro decision-making.</p>	Ensure that communities of color are meaningfully engaged and influence Metro’s decisions about facility siting, programs, employment, and services.
<b>Goal D-</b> Metro creates safe and welcoming services, programs and destinations	<b>Objective 3:</b> Increase the accessibility and relevance of Metro’s programs and services to communities of color.	Ensure Metro provides easily accessible facilities and services that provide relevant services to all residents of the region with a focus on communities of color.
<b>Goal E-</b> Metro’s resource allocation advances racial equity	<b>Objective 1:</b> Increase the utilization of equity criteria in resource allocation.	Ensure Metro uses equity tools and guidelines to guarantee services are equitably available and accessible to all residents of the region.

### 2. The 2030 Regional Waste Plan (adopted by Metro Council in 2019)

Goal	Objective	What this means for this project?
<b>Goal 1-</b> Increase engagement of youth and adults historically marginalized from garbage and recycling decision making by enhancing civic engagement and leadership opportunities.	1.1 Increase representation of historically marginalized community members, including youth, on advisory committees, such as Metro and local government solid waste advisory committees.	Ensure engagement efforts for Metro projects and decision-making will include members of historically marginalized communities including youth.
<b>Goal 9-</b> Increase knowledge among community members about garbage, recyclables, and other priority materials that meet the needs of all users.	9.1 Provide culturally responsive education and assistance for garbage, recycling and reuse services to residents and businesses	Ensure Metro provides necessary tools for community to understand and use the benefits garbage and recycling system.

<b>Goal 10-</b> Provide regionally consistent services for garbage, recyclables and other priority materials that meet the needs of all users.	10.1 Provide comprehensive collection services and supporting education and assistance for source-separated recyclables, source separated food scraps and garbage, in compliance with state, regional and local requirements.	Engagement will ensure residents are aware of available services and ensure garbage, food scrap and recycling services are easily accessible to residents of the entire Metro region.
<b>Goal 12-</b> Manage all garbage and recycling operations to reduce their nuisance, safety and environmental impacts on workers and the public.	12.1 Minimize the health and safety impacts of solid waste operations on employees, customers and neighboring communities, with particular focus on low-income communities and communities of color, and identify methods for repairing past harm.	With proper engagement the community will help influence decisions that minimize potential negative impacts, on the community, caused by the solid waste system.

**3. The PES Racial Equity & Inclusion Work Plan** (adopted by Metro Council 2018):

<b>Strategy</b>	<b>Action</b>	<b>What this means for this project?</b>
<b>Strategy 2-</b> Meaningfully engage communities of color and partner with CBO's to advance racial equity	<p><b>Action 2.1-</b>Ensure that the design of PES programs, and plans are driven by communities of color.</p> <p><b>Action 2.2-</b>Actively recruit people of color for advisory boards, workgroups, and comities.</p>	<p>Ensure the engagement, programming, services, and employment plans for his project are created in partnership with communities of color.</p> <p>Partner with community based organizations to ensure all groups are represented during the engagement process.</p>
<b>Strategy 3-</b> Provide services equitably, with priority on communities of color	<b>Action 3.2-</b> Communicate program and service announcements using culturally specific language and culturally relevant outreach channels.	Ensure the materials supporting this project are informative, culturally relevant and beneficial to everyone involved in the engagement process.

# NEW SOLID WASTE AND RECYCLING CENTERS

## Expected Community Benefits

Metro is in the early planning stage to build two new state of the art drop off centers for the collection of recyclables, household and commercial waste, and household hazardous waste materials. The centers will serve the region's increased waste streams and growing population. Built in the next 5-7 years the new facilities will be located in Clackamas and Washington counties and will significantly improve the safety, efficiency and experience of both commercial garbage haulers as well as household self-haul and small business customers.

The new centers will prioritize equity, health and the environment in the siting, design and in ongoing operations, consistent with the values and goals of the 2030 Regional Waste Plan. With clear intentions to provide benefits to the communities where they will be constructed, below are some potential community benefits that have been identified during this early planning phase, with more to be expected as a site is selected and local partners and the community are engaged.

## ENVIRONMENTAL HEALTH

- State of the art technology and green building certification will be key features of both centers, ensuring long-term and sustainable operations while minimizing environmental and health impacts.
- Metro will dedicate funds to green energy technology in building construction such as renewable solar energy, passive solar and day lighting systems, woody biomass energy technology, or other forms of renewable energy production on-site.
- The site will honor the ecology of place through the commitment to preserve, restore or enhance on-site ecological environments, landscaping, and habitats.

## JOBS AND INVESTMENTS

- Depending on the types of services offered at each facility, they could employ up to 30 full-time staff who have living wage jobs with full benefits. Workforce development opportunities will be developed in partnership with community organizations to deliver job training, apprenticeships, and other job development activities associated with the operation of each facility.
- Metro intends to invest at least \$80 million in each center that serves the garbage, recycling, reuse, and repair needs of residents and businesses in the greater Portland area with a focus on self-haul services and including disposal services for household hazardous waste.
- In addition to the construction cost of each facility, Metro intends make investments in on-site infrastructure improvements and enhancements that complement the surrounding community. Depending on the location, these improvements could include landscaping, enhanced pedestrian access, benches, recreational equipment, and even play spaces for visitors.

- A portion of the revenues generated from the waste disposed at each facility will be available to the host community to fund a variety of public improvement projects.

## COMMUNITY AMMENITIES AND PARTNERSHIPS

- Additional community services such as a reuse and repair store, meeting rooms, education services, and a tool lending library may be identified in partnership with community.
- Public tours of the facilities will be offered to illustrate the connection between consumption and waste, demonstrate how waste is managed and to promote the efficient use of resources.
- Metro will provide a funding match to Oregon's One Percent for Arts program to commission works of art made from trash for installation at the facilities or within the host communities.
- Metro will develop an agreement that further outlines the project's benefits to the host communities. This agreement might include special services such as free bulky waste events, free days for household hazardous waste disposal, and special hours of operation.
- Metro will adopt good neighbor agreements with the host communities to help guide facility operations and expectations.

## CULTURAL AND SOCIAL EQUITY

- Through a place-based approach, Metro's facilities will celebrate the intersection of cultural, historical and ecological relationship to place, thereby creating opportunities for people from diverse backgrounds to build community and connect with each other.
- Metro will support a socially just, equitable and inclusive community that invites all people to fully participate and make use of the new facilities.
- Metro will engage with a diverse cross-section of the community, in particular historically marginalized people, to contribute to the decision-making process in the planning, construction and operation of the new facilities.
- Metro will lead with respect for the dignity of equal and universal access and fair treatment of all people.

For more information, and to track these projects see:

<https://www.oregonmetro.gov/future-metro-south-station>

*Metro West project website coming soon*





# Metro South Recycling and Service Center

*A new, state-of-the-art drop-off center for the collection of recyclables, household waste and hazardous materials*

Increasing population means more demand on our garbage and recycling system, including the aging Metro South Transfer Station in Oregon City. This existing Transfer Station handles both commercial garbage and residential/small business self-haul garbage and is at capacity. This results in:

- Long lines and extensive waiting periods for customers
- Delays at peak periods, leading to off-site traffic congestion
- Unsafe conditions because of too many competing uses in a limited space
- Low rates of recycling and recovery due to space constraints

To meet our region's growing needs and as part of a strategy to provide excellent and accessible services to the public, Metro is working to locate and build a new self-haul, recycling and material recovery center in the south part of the region. The additional facility will become the Metro South Recycling and Service Center.

A multi-use facility, it will also provide people with education about reducing their environmental impact, create family-wage jobs and provide community amenities.

## REGIONAL MODEL

The new center will be designed with many features of modern facilities in the Pacific Northwest, including the Factoria Recycling and Transfer Station in Bellevue, Washington. While meeting current design standards and increasing facility capacity and efficiency, the Factoria facility incorporates a number of sustainable design features:

- An enclosed solid waste transfer building that minimizes noise, dust and odors
- Solar skylights and translucent wall panels that reduce energy demand
- Rainwater harvesting technology that saves 1.3 million gallons of water annually
- A household hazardous waste building with advanced environmental control features



**More than 285,000**  
customers visited  
Metro South in 2018



**Average of 750**  
customers visit  
Metro South a day



**16% increase** in  
customers over  
past 10 years





# REGIONAL TRANSFORMATION

*Fostering economic well-being and providing excellent and equitable services to the Metro region*

The new Metro South Recycling and Service Center aligns with the vision of Metro's 2030 Regional Waste Plan—to make “reduce, reuse, recycle, repair, donate” mainstream practices accessible to all. It will create quality jobs, will be a safe place for workers and the public, and will provide services and programming based on the needs of customers and area residents.



The center will specialize in meeting the needs of residents and small businesses exclusively, eliminating long lines, waiting periods and traffic congestion.



On-site programming will provide community members with more options for material recovery, reuse and recycling.



Customers will be able to safely dispose of household hazardous waste materials such as paint, batteries, cleaners, and chemicals.



The new state-of-the-art center will adhere to green building standards that manage noise, dust and odors.



Following the example of innovative facilities around the country, the facility could incorporate public art on-site.



The community will be engaged in the design and programming of the facility so that its features will provide the greatest community benefits. These could include community gathering places, a reuse store, a playground, or bicycle and pedestrian pathways.



***“Recycling and reducing waste defines us as Oregonians. The new Metro South Recycling and Service Center will be a model for best practices and new ideas while supporting jobs and being a good neighbor.”***

Roy Brower, Metro Interim Property and Environmental Services Director

## PROJECT TIMELINE

### 2019–2020

Community engagement, site analysis, due diligence, acquisition of site for new center

### 2020–2022

Community engagement, project design, programming of new center

### 2022–2024

Permitting and construction of new center

### 2024–2025

Upgrade existing Metro South Transfer Station to improve services for commercial haulers and add collection and processing of commercial food waste

# METRO SOUTH RECYCLING & SERVICE CENTER

## Equity and Engagement Approach Summary (Phase One)

The current Metro South Transfer Station (MSTS) is over-capacity and can no longer accommodate the needs of both commercial garbage haulers and public self-haul users. Metro has embarked on planning for a new solid waste facility in Clackamas County to better meet the needs of its self-haul customers and host community by expanding access, services, and amenities.

The selection of a site for this new facility is a critical first step of the project and the focus of Phase One (Jan 2019 – August 2020). Nationally, the practice of siting new solid waste facilities has evolved over the last two decades and in 2002, the EPA recommended that “...a siting process that includes continuous public participation is integral to developing a transfer station. The public must be a legitimate partner in the facility siting process to integrate community needs and concerns and to influence the decision-making process.”<sup>1</sup> As such, engaging with the community and facility customers in this early phase of site identification (as well as later on in the design and programming of the site in a second phase), is an imperative that guides the work as we implement Metro’s 2030 Regional Waste Plan.

### Connecting with community

In Phase One, the approach will be to identify community members to learn about the project, discuss community opportunities & challenges, and contribute to Metro’s decision making process. The three main tasks to be undertaken during Phase One include:

1. **Form and facilitate a Metro South “Community Advisory Work Group” (CAWG)** that prioritizes participation from communities of color and other historically marginalized communities in Clackamas County to contribute to the evaluating and assessing potential sites for the project. The CAWG will meet 6-7 times from February to August of 2020. Metro will partner with a community-based organization (CBO) to assist in identifying community members to serve on the CAWG, to co-facilitate meetings, and provide technical assistance. The primary goals of the CAWG are to:
  - **Provide input to better understand community needs.** Metro will prioritize learning about the needs and aspirations of community members and leaders, to incorporate in project as much as possible.
  - **Develop “community siting selection criteria”** that Metro staff will use (in addition to base and functional criteria<sup>2</sup>) to rank and determine the best 3-5 sites for the project. When a site is secured for investigation (due diligence), staff will seek further input (on opportunities and challenges) on a specific site from CAWG members, as well as other stakeholders proximate to the site, before deciding to acquire a site and move forward with the project.
2. **Analyze the impacts** of a proposed new waste facility on the community within the siting area. Research the demographics, assets, challenges in five identified “sub areas.” Also research the community’s history with government initiatives and investment strategies to understand cumulative impacts. Gather data on existing

<sup>1</sup> EPA (2002). “Waste Transfer Stations: A Manual for Decision-Making.”

<sup>2</sup> See “Metro South Recycling & Service Center Project - Siting Criteria Overview” document

environmental or physical conditions and the potential environmental and public health impacts (environmental justice screening) of the proposed facility and document findings in a report to be reviewed and further developed with the CAWG.

3. [Conduct MSTS Customer Survey and Community Focus Groups](#) with prospective customers, including underrepresented communities and those underserved by the facility, to develop recommendations for increasing access and use of a new facility.

Phase One will incorporate information gathered from the engagement process in a Community Benefits Agreement and/or a Good Neighbor Agreement (Phase Two). It is expected that Phase Two of this engagement approach (Sept 2020 – Dec 2024) will broaden community engagement with open houses, community meetings, online surveying focused on design and programming of the new facility.

## Aligning with Metro’s goals

This engagement approach<sup>i</sup> is informed by Metro’s *Strategic Plan to Advance Racial Equity, Diversity and Inclusion*, the Property and Environmental Services Division’s *Diversity, Racial Equity and Inclusion Work Plan*, and Metro’s *2030 Regional Waste Plan*. The relevant goals for this project from these plans are cited below:

[Strategic Plan to Advance Racial Equity, Diversity and Inclusion](#) (adopted by Metro Council 2016)

Goal B: Metro meaningfully engages communities of color

Goal D: Metro creates safe and welcoming services, programs and destinations

Goal E: Metro’s resource allocation advances racial equity

[Property and Environmental Services Diversity, Racial Equity and Inclusion Work Plan](#)

(approved by PES director, Metro COO and Metro DEI Program Director, 2018)

Strategy 2: Meaningfully engage communities of color and partner with community-based organizations (CBOs) to advance racial equity

Strategy 3: Provide services equitably, with a priority on communities of color (including Indigenous communities, Latino community, PAN African communities,)

Action 3.1.5: Utilize racial equity tools for siting a Metro transfer station in the south region

[2030 Regional Waste Plan](#) (adopted by Metro Council 2019)

Community Investment Principle: Make investment decisions in partnership with communities

Goal 1: Increase engagement of youth and adults historically marginalized from garbage and recycling decision-making by enhancing civic engagement and leadership opportunities

Goal 13: Invest in communities that receive garbage and recyclables from Metro regions so that those communities regard solid waste facilities as assets.

Action 13.3: Require each solid waste facility to work towards a good neighbor agreement with host community.

Action 13.4: Evaluate Community Benefit Agreements as potential tool.

Action 16.3: Improve interagency and community collaboration on siting and authorizing proposed solid waste facilities to reduce potential impacts on neighboring communities

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<sup>i</sup> This approach was reviewed/endorsed by the Solid Waste Siting Steering Team on 7/31/19

# Terms & definitions for SW Facilities

**Bulky waste** – Furniture such as sofas, chairs, dressers, televisions, mattresses, appliances and larger pieces of carpet and carpet pad; can include items not mentioned in this list that are too large to fit into bins.

**Commercial and demolition waste** – generated from residential, business and industrial sources containing mostly bricks, concrete, gypsum wallboard, land clearing debris, roofing and tarpaper, wood, insulation and other building materials.

**Curbside collection** – Programs where recyclable materials are collected at the curb for single-family units and at onsite depots for multi-family units.

**Garbage** – A general term for all products and materials discarded and intended for disposal.

**Hauler** – The private company that provides solid waste collection services.

**Household Hazardous waste** - Household hazardous waste (HHW) or hazardous waste – Any discarded, useless or unwanted chemical materials or products that are or may be hazardous or toxic to the public or the environment and are commonly used in or around households. Residential waste that is ignitable, corrosive, reactive, or toxic. Examples include solvents, pesticides, cleaners, and paints.

**Material recovery or recovery** – A type of resource recovery that is limited to manual or mechanical methods of obtaining material from solid waste that still has useful physical or chemical properties and can be reused, recycled, or composted for some purpose. Material recovery includes obtaining material from solid waste that is used in the preparation of fuel, but excludes the extraction of heat content or other forms of energy from the material.

**Self-Haul** - Self-hauled residential waste – generated from single- and multifamily housing units and hauled to disposal facilities in autos, vans, pickup trucks and trailers attached to small vehicles.

**Solid waste or “Waste”** - All putrescible and non-putrescible wastes, including without limitation garbage, rubbish, refuse, ashes, waste paper and cardboard; discarded or abandoned vehicles or parts thereof; sewage sludge, septic tank and cesspool pumping or other sludge; commercial, industrial, demolition and commercial waste; discarded home and industrial appliances; asphalt, broken concrete and bricks; manure, vegetable or animal solid and semi-solid wastes, dead animals; infectious waste; and other such wastes, including without limitation cleanup materials, commingled recyclable material, petroleum contaminated soil, special waste, source-separated recyclable material, land clearing debris and yard debris.

**This term does not include:** (1) Hazardous wastes; (2) Radioactive wastes; (3) Materials used for fertilizer, soil conditioning, humus restoration or for other productive purposes or which are salvageable for these purposes and are used on land in agricultural operations and the growing or harvesting of crops and the raising of fowls or animals, provided the materials are used at or below agronomic application rates; or (4) Explosives.

**Recycling** – Any process by which solid waste materials are transformed into new products in such a manner that the original products may lose their identity.

**Reuse or resale** – The return of a commodity into the economic stream for use in the same kind of application as before, without change in its identity.

**Transfer Station:** – A solid waste management facility that receives and separates materials for the purposes of recycling or preparing garbage to be transferred to a landfill. Both individual self-haulers and commercial haulers bring their waste to a transfer station.

**Yard debris** – Vegetative and woody material generated from residential property or from commercial landscaping activities. Includes grass clippings, leaves, hedge trimmings, stumps and similar vegetative waste.



**Metro**

600 NE Grand Ave.  
Portland, OR 97232-2736

# Meeting minutes

Meeting: CORE Meeting  
Date: Thursday, October 17<sup>th</sup>, 2019  
Time: 6 p.m. to 8 p.m.  
Place: Metro Regional Center, Council chamber, 600 NE. Grand Ave., Portland, OR 97232

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## **Attendees**

**Co-Chairs:** Patricia Kepler, Dele Oyemaja

**CORE Members:** Martine Coblentz, Duncan Hwang, Laura John,

**MERC Commissioners:**

**CORE Liaisons:** Councilor Craddick, Councilor Lewis

**Metro staff:** Raahi Reddy, Melissa Palavecino, Sebrina Owens-Wilson, Nathan Sykes, Lisa Miles, Tim O'Brien

**Absent:** Donna Maxey, Effie Bustamante, Sharron Gary-Smith, Karla Hernandez, Danel Malan, Katie Sawicki, Karis Stoudamire-Phillips

## **Welcome and Overview of the day**

Before starting the meeting Dele asked CORE members if they have any community updates they'd like to share. Laura announce the Tribal summit being put on by the City of Portland. The summit takes place on Nov. 7<sup>th</sup>, and is open to Metro Staff.

Patricia then gave members a quick overview for the rest of the year; in November the siting process for two new transfer stations will be discussed with the Property and Environmental Services Department. The December the meeting is being planned to be moved to the second week of the month because of the holidays.

## **Public comment - Members of the public**

No public comment was offered.

There were two sets of minutes to approve however due to there not being a quorum minutes could not be approved.

## **Council Update**

Councilor Lewis share information about Salmon Homecoming on Oct. 19<sup>th</sup> and 20<sup>th</sup> at Oxbow Park from 11am to 4pm.

Members of CORE were also invited to the MPAC meeting on Oct. 23<sup>rd</sup> for Climate change presentation by two national experts.

Councilor Lewis announced that the Oregon Zoo Conservations grants totaled more than 24 thousand awarded.

Three big community meetings for T2020 in Clackamas, Washington and Multnomah counties are coming up, Councilor Lewis to follow up on dates.

### **2040 Planning & Development Grants**

The Planning Department will be discussing the 2040 planning and Development Grant Program. They were asking for CORE members to provide insight and feedback on the realignment of the Grant Program with Metro's equity goals prior to the next council review.

Members advised that the grants screening committee should have members that have experience working with Community based organizations even potentially having a CORE representative. Laura suggested that community based applicants also be provided technical assistance in order to develop relationships and compose strong proposals.

Laura also asked that applicants be challenged to work and/or partner with smaller organizations and communities in order to increase their visibility and bring attention to areas of need for the most underrepresented. Focus should also be put on capacity building for engagement of underrepresented communities.

Duncan stated that the equity lens used on Metro grants need to be discussed further as metro has many grants programs.

### **2019 CORE By-laws Review & Discussion**

Discussion continued around updates to the bylaws and the Metro code that was started last month.

The first change Raahi proposed was to change language to have more flexibility around meetings, and the subcommittees. Members made it clear that they wanted to keep the external and internal subcommittees as it gave them opportunities to work with metro staff and have deeper dives on various topics with a smaller group of people. Raahi clarified that the change was specifically referring to the flexibility of scheduling and not whether or not they would keep the subcommittees. Raahi flagged that at the retreat members could discuss whether the meeting should be monthly or if the meeting should be bimonthly so that subcommittees could meet in between. At the retreat members will also discuss changing day and times of meetings, the full committee should be present to discuss this.



Another prospered edit was to change quorum language to “when it is 15”, members agreed with the change.

Language around attendance policy was also discussed. When low attendance becomes an issue the process proposed to deal with this issues should include a conversation with co-chairs and Regional impact manager (Sebrina) to find out what the barriers members may be facing that is affecting their participation. Laura suggested adding a section on electronic participation, members agreed and Raahi stated that parameters about when electronics can be used should also be added. Members suggested using platforms such as Google hangout, zoom and open signal. Metro staff will need to see how this will work with public committees and explore what other committees do and use.

Lastly, terms of membership were looked at and members agreed that consecutive terms could not be added.

Before the meeting adjourned Raahi invited members to the Oct. 24<sup>th</sup> C2P2 adoption in council chamber from 4pm to 6pm.

**Adjourn**