

1                   BEFORE THE BOARD OF COUNTY COMMISSIONERS  
2                   FOR MULTNOMAH COUNTY OREGON  
3                   ORDINANCE NO. 664  
4  
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6       An ordinance amending MCC 2.30.640 (A) to (F), relating to  
7       membership and operation of the Citizen Involvement Committee,  
8       repealing existing provisions and creating new provisions.

9           (Language in brackets [ ] is to be deleted; underlined  
10          language is new)

11       Multnomah County ordains as follows:

12       Section I: Findings

13       (A) Since the establishment of the Citizen Involvement Committee,  
14       the cities of Portland and Gresham have annexed areas through  
15       community group boundaries so the current nominations based on  
16       "unincorporated" or "incorporated" areas are no longer relevant.  
17       Also, the geographically based neighborhood coalitions and  
18       community groups are in a state of flux, with associations being  
19       formed, combined, or abandoned. A more permanent and equitable  
20       system of nominations is needed.

21       (B) Representation based on coalitions and community groups does  
22       not provide equal representation, some coalitions having twice the  
23       number of residents as others.

24       (C) The existing chapter provides for the establishment of the  
25       Citizen Involvement Committee and the Office of Citizen  
26

1 Involvement and the selection of the original committee members. A  
2 clarification of the nomination process and terms of office for  
3 ongoing committee membership is needed.

4 Section II: Amendments

5 MCC2.30.640 (A) to (F) is amended as follows:

6 (A.) The Multnomah County Charter Amendment relating to citizen  
7 involvement [, referred to as Measure Number 25,] was adopted by  
8 the people of Multnomah County on November 6, 1984. That  
9 [amendment] provision of the charter [provides] stipulates:

10 "CITIZEN INVOLVEMENT PROGRAM

11 "The Office of Citizen Involvement is hereby established.  
12 The Office of Citizen Involvement shall develop and maintain  
13 citizen involvement programs and procedures designed for the  
14 purpose of facilitating direct communication between the  
15 citizens and the Board of County Commissioners.

16 "A Citizens' Committee and the structure of the citizen  
17 involvement process shall be established by ordinance.

18 "The Board of County Commissioners shall appropriate  
19 sufficient funds for the operation of the office and the  
20 committee.

21 "The Citizens' Committee shall have the authority to hire  
22 and fire its staff.

23 (B) Purpose. The purpose of this ordinance is to enact the requir-  
24 ments of the above quoted Charter provision [said Measure 25].

25 (C) Multnomah County Citizen Involvement Committee [of Multnomah  
26 County]

1 (1) There is established a Multnomah County Citizen[s]  
2 Involvement Committee [of Multnomah County].

3 (2) Membership. The Citizen Involvement Committee shall be  
4 composed of 25 [23] members to be appointed by the Board of County  
5 Commissioners.

6 [(a) The Board shall appoint two of three persons each  
7 as recommended by the following organizations:

8 (i) The Neighborhoods West-Northwest; the Southwest  
9 Neighborhood Information; the Neighbors North; the N.E. Coalition  
10 of Neighborhoods; the Central Northeast Coalition; and the  
11 Southeast Uplift.

12 (b) Seven additional members shall be appointed to give  
13 geographical representation to far west and east county as  
14 follows:

15 (i) three members from an area east of E181st Avenue;

16 (ii) three members from the areas of Multnomah County  
17 between E60 and E181 unincorporated at the time of the adoption of  
18 this chapter;

19 (iii) one member from unincorporated Multnomah County  
20 west of East 60th.

21 (c) The groups listed below shall be entitled to at  
22 least one recommendation each from which the Board of County  
23 Commissioners shall select seven.

24 (i) City Groups, City of Fairview, City of Maywood Park,  
25 City of Wood Village, City of Gresham, City of Troutdale, City of  
26 Lake Oswego.

1 (ii) Community Groups: Centennial, Columbia/Interlachen,  
2 Errol Heights, Hazelwood, NE Multnomah County,  
3 Powellhurst/Gilbert, Cully/Parkrose, Riverdale, Rockwood, West  
4 Hills Island Neighbors, Wilkes.

5 (d) The Board of County Commissioners shall appoint 4  
6 members who are residents of Multnomah County and whose names have  
7 been submitted by board and commissions of Multnomah County or by  
8 incorporated community groups in Multnomah County.]

9 (a). The Board of County Commissioners shall appoint  
10 25 members: five members residing in each of the four  
11 Commission Districts and five Multnomah County residents  
12 at-large.

13 (b) Members appointed according to Commission District  
14 shall be nominated by Neighborhood and Community  
15 Associations, Neighborhood Coalitions and Community  
16 Groups within the respective Commission District. The  
17 five at-large members shall be nominated by incorporated  
18 community organizations.

19 (3) The Office of Citizen Involvement shall [outreach to]  
20 communicate with various organizations to encourage a wide  
21 variety of volunteers. [Since the total minority population in  
22 Multnomah County is 9.7 percent,] [t]The Citizen Involvement  
23 Committee [at a minimum] should reflect [this] the diversity of  
24 the population of Multnomah County. An affirmative action report  
25 shall be included in the annual report. [A committee member  
26 and a Multnomah County Commissioner will be assigned to

monitory this affirmative action enforcement.]

1 (4) The terms of the committee members shall be for two  
2 years with a maximum of [five] four consecutive years. [provided,  
3 however, 11 of the original members, to be determined by lot,  
4 shall serve a one-year term. Term of office commences April 15.]  
5 Term commences upon appointment.

6 (5) [Proposal for appointment of members of the Citizen  
7 Involvement Committee:

8 (a) When ordinance is approved, the Clerk's  
9 Office/Presiding Officer, prepares information for neighborhood  
10 groups, sends that out within 5 days after ordinance is prepared.

11 (b) Citizen groups then have 60 days to return  
12 nominations to Clerk's Office.

13 (c) Board shall make appointments at the second meeting  
14 following the date nominations are due.

15 (d) In addition, the Director of t]The Office of  
16 Citizen Involvement shall [send out applications or notifications  
17 to] notify nominating groups when there is a vacancy for which  
18 they have nomination responsibility [,]. The Office of Citizen  
19 Involvement shall receive nominations, and the Citizen Involvement  
20 Committee shall forward nominations to the Board of County  
21 Commissioners for appointment.

22 (D) Structure of Citizen Involvement Process

23 (1) The functions and responsibilities of the Citizen  
24 Involvement Committee within the County's citizen involvement  
25 process may include, but not be limited to, the following:  
26

1 (a) An ongoing study and discussion of the county's  
2 priorities, programs, and procedures, including budget  
3 preparation and amendment.

4 (b) Recommendation of an action, a plan, or a policy,  
5 to the Board of County Commissioners or any department on any  
6 matter impacting the life of the county, including, but not  
7 limited to: health, mental health, parks, corrections, jails,  
8 animal control, assessment, taxation, elections, citizen  
9 participation, [C]able [T.V.] television, crime prevention,  
10 mediation, and libraries, [etc.]

11 (c) A strengthening and encouragement of Department  
12 Advisory Boards and Budget subcommittees and cooperation with  
13 existing boards, subcommittees, and commissions.

14 (d) Written reports to the Board of County  
15 Commissioners at least every six months outlining its activities  
16 and summarizing its recommendations to the Board of County  
17 Commissioners. The Board of County Commissioners shall respond in  
18 writing to the semi-annual reports of the Citizen Involvement  
19 Committee.

20 (e) Responsibility for the hiring, supervision, and  
21 discharge of its staff as may be necessary to execute functions  
22 and responsibilities of the Citizen Involvement Committee.  
23 The [Committee of] Citizen Involvement Committee shall act in  
24 accordance with County Personnel Ordinances and Regulations.

25 (f) Election of a Chair and adoption of rules or  
26 procedures for the operation of the Committee.

1                   (g) Review of the size and representation of the  
2                   Committee every five years.

3                   (2) The Citizen Involvement Committee shall abide by the  
4 laws regulating open meetings and open access to all information.

5                   (3) The activities and expenditures of the Citizen  
6 Involvement Committee shall be conducted in accordance with all  
7 applicable Federal and State laws and all county ordinances and  
8 regulations.

9                   (E) Office of Citizen Involvement

10                   (1) There is established an Office of Citizen[s']  
11 Involvement of Multnomah County which shall, at a minimum, consist  
12 of a director and secretary. This office shall be adequately  
13 funded.

14                   (2) The Office of Citizen Involvement shall develop  
15 procedures to:

16                   (a) Establish and broaden official channels for two-way  
17 communication between the citizens and the Board of County  
18 Commissioners[.], elected officials, and department  
19 administrators.

20                   (i) Such channels shall provide for both sharing  
21 of information from the county regarding the government  
22 and its services[, ] and the presentation of specific concerns and  
23 recommendations by citizens from the several Districts of  
24 Multnomah County.

25                   (ii) Schedule twice yearly reports at a Board of  
26 County Commissioners' Informal meeting regarding activities

and plans of the [C.I.C.] Citizen Involvement Committee.

1 (b) Increase the number of citizens [from each District]  
2 participating in county government. Recruit a wide variety of  
3 volunteers without regard for age, sex, race, creed or sexual  
4 preference.

5 (c) Maintain an up-to-date file of individuals  
6 interested in participating on county boards, commissions, and  
7 committees [.] and recommend individuals for appointment to county  
8 boards, commissions and committees.

9 (d) Record minutes of meetings of the [C.I.C.] Citizen  
10 Involvement Committee, including a record of attendance and  
11 [results of any] votes.

12 (e) Develop and maintain a resource library regarding  
13 citizen involvement, including information about past county  
14 programs, as well as other data and educational sources.

15 (f) Develop a budget and keep financial records using  
16 established county methods.

17 (g) Act as liaison with the Office of Neighborhood  
18 Associations of the City of Portland, Gresham Neighborhood  
19 Associations, District Coalitions, and other cities and community  
20 offices. [; develop a process for coordinating with city  
21 neighborhood association offices on matters related to county  
22 government and services.]

23 (h) Aid and educate citizens in the process of citizen  
24 involvement.

25 (i) Carry out the policy directions of the [C.I.C.]  
26

Citizen Involvement Committee.

1 (3) The Office of Citizen Involvement shall act in accordance  
2 with all applicable Federal and State laws and the County  
3 ordinances and regulations.

4 (F). County Notice to and Cooperation with the Office of  
5 Citizen Involvement.

6 (1) All county officials and their staffs shall  
7 cooperate in providing information as requested by the Office of  
8 Citizen Involvement.

9 (2) All county departments and divisions of county  
10 government shall cooperate in providing information as requested  
11 by the Office of Citizen Involvement.

12 (3) The [Presiding Officer or] Chair of the Board shall  
13 place Citizen Involvement Committee presentations on the Board  
14 of County Commissioners' Informal or Formal agenda annually, or as  
15 requested by the Citizen Involvement Committee.

16 Section III: Adoption

17 This Ordinance, being necessary for the health, safety and  
18 general welfare of the people of Multnomah County, shall take  
19 effect on the thirtieth (30th) day after its adoption, pursuant to  
20 Section 5.50 of the Charter of Multnomah County.

1           ADOPTED this   11th   day of   October  ,  
2 1990, being the date of its   Second   reading before the Board of  
3 County Commissioners of Multnomah County, Oregon.



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8           By   Gladys McCoy    
9           Gladys McCoy, Chair  
10           Multnomah County, Oregon

11  
12 REVIEWED:

13  
14 Laurence Kressel, County Counsel  
15 of Multnomah County, Oregon

16           By   Matthew O. Ryan    
17           Matthew O. Ryan