

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY OREGON
ORDINANCE NO. 664

An ordinance amending MCC 2.30.640 (A) to (F), relating to membership and operation of the Citizen Involvement Committee, repealing existing provisions and creating new provisions.

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

Multnomah County ordains as follows:

Section I: Findings

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

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

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

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.

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

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

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

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

(3) The Office of Citizen Involvement shall [outreach to]
communicate with various organizations to encourage a wide
variety of volunteers. [Since the total minority population in
Multnomah County is 9.7 percent,] [t]The Citizen Involvement
Committee [at a minimum] should reflect [this] the diversity of
the population of Multnomah County. An affirmative action report
shall be included in the annual report. [A committee member
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,
mediation, and libraries, [etc.]

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

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

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

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

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.

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



By Gladys McCoy
Gladys McCoy, Chair
Multnomah County, Oregon

REVIEWED:

Laurence Kressel, County Counsel
of Multnomah County, Oregon

By Matthew O. Ryan
Matthew O. Ryan