

Agenda

Meeting: Public Engagement Review Committee Meeting
 Date: Wednesday, December 20, 2023
 Time: 5:30 to 7:20 p.m.
 Place: Zoom ([Webinar ID: 860 8186 5050, Passcode: 819775](#))
 Facilitator: Gloria Pinzón-Marin (she/her), Metro Principal Community Engagement Lead
 Co-host: Sheridan Kowta, (she/her) Web Content Coordinator
 Guests: Choya Renata | (she/her), Community engagement specialist, Housing department
 Marissa Grass | (she/her), Principal Policy & Engagement Specialist, Waste Prevention and Environmental Services Communications
 Sabine Rear | (she/her), Accessibility Specialist, Diversity, Equity and Inclusion Department
 William Sarcos Cortez | ([he/him/siya](#)), Accessibility Project Manager, Parks and Nature

- 5:00 p.m. **Welcome period**
 Housekeeping announcements
 Short group meditation
 Introductions: *Name, pronoun, role on PERC or title*
- Optional check-in (choose one):
 - a) *News from my corner of the world ... (i.e. - community events, life or work updates, etc.)*
 - b) *"something I'm proud of..."*
- 5:30 p.m. **Updates and current events**
- Project update on Public Engagement Guide, *Gloria Pinzon*
 - Discussion time
- 5:45 p.m. **Open public comment**
- 5:50 p.m. **Listening session: Public Engagement Guide update**
Guests: Metro community engagement practitioners
- PERC members share their thoughts on the draft guidance for the application of Metro's Guiding Principles for Meaningful Public Engagement. Metro staff are available to answer questions or share relevant context from their work.
- 7:15 p.m. **Next steps and other items for the good of the order, adjourn**

Attachments to the Public Meeting Agenda:

- Public Engagement Review Committee charge
- Non-discrimination notice
- [Metro's new Guiding Principles for Meaningful Public Engagement](#)

[Author]

Public Engagement Review Committee Charge

METRO CODE

2.19.100 Public Engagement Review Committee (PERC)

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

METRO CHARTER

Section 27. Metro Office of Citizen Involvement.

(1) Creation and Purpose. The Metro Office of Citizen Involvement is created to develop and maintain programs and procedures to aid communication between citizens and the Council.

(2) Citizens' Committee in Office of Citizen Involvement. The Council shall establish by ordinance

(a) a citizens' committee in the office of citizen involvement and (b) a citizen involvement process. The Council shall appropriate sufficient funds to operate the office and committee.

Metro respects civil rights

Metro fully complies with Title VI of the Civil Rights Act of 1964, Title II of the Americans with Disabilities Act, Section 504 of the Rehabilitation Act and other statutes that ban discrimination. If any person believes they have been discriminated against regarding the receipt of benefits or services because of race, color, national origin, sex, age or disability, they have the right to file a complaint with Metro. For information on Metro's civil rights program, or to obtain a discrimination complaint form, visit oregonmetro.gov/civilrights or call 503-797-1890. Metro provides services or accommodations upon request to persons with disabilities and people who need an interpreter at public meetings. If you need a sign language interpreter, communication aid or language assistance, call 503-797-1890 or TDD/TTY 503-797-1804 (8 a.m. to 5 p.m. weekdays) 5 business days before the meeting. All Metro meetings are wheelchair accessible. Individuals with service animals are welcome at Metro facilities, even where pets are generally prohibited. For up-to-date public transportation information, visit TriMet's website at trimet.org

Thông báo về sự Metro không kỳ thị của

Metro tôn trọng dân quyền. Muốn biết thêm thông tin về chương trình dân quyền của Metro, hoặc muốn lấy đơn khiếu nại về sự kỳ thị, xin xem trong www.oregonmetro.gov/civilrights. Nếu quý vị cần thông dịch viên ra dấu bằng tay, trợ giúp về tiếp xúc hay ngôn ngữ, xin gọi số 503-797-1700 (từ 8 giờ sáng đến 5 giờ chiều vào những ngày thường) trước buổi họp 5 ngày làm việc.

Повідомлення Metro про заборону дискримінації

Metro з повагою ставиться до громадянських прав. Для отримання інформації про програму Metro із захисту громадянських прав або форми скарги про дискримінацію відвідайте сайт www.oregonmetro.gov/civilrights. або Якщо вам потрібен перекладач на зборах, для задоволення вашого запиту зателефонуйте за номером 503-797-1700 з 8.00 до 17.00 у робочі дні за п'ять робочих днів до зборів.

Metro 的不歧視公告

尊重民權。欲瞭解Metro民權計畫的詳情，或獲取歧視投訴表，請瀏覽網站 www.oregonmetro.gov/civilrights。如果您需要口譯方可參加公共會議，請在會議召開前5個營業日撥打503-797-1700（工作日上午8點至下午5點），以便我們滿足您的要求。

Ogeysiiska takooris la'aanta ee Metro

Metro waxay ixtiraamtaa xuquuqda madaniga. Si aad u heshid macluumaad ku saabsan barnaamijka xuquuqda madaniga ee Metro, ama aad u heshid warqadda ka cabashada takoorista, booqo www.oregonmetro.gov/civilrights. Haddii aad u baahan tahay turjubaan si aad uga qaybqaadatid kullaan dadweyne, wac 503-797-1700 (8 gallinka hore illaa 5 gallinka dambe maalmaha shaqada) shan maalmo shaqo ka hor kullanka si loo tixgaliyo codsashadaada.

Metro의 차별 금지 관련 통지서

Metro의 시민권 프로그램에 대한 정보 또는 차별 항의서 양식을 얻으려면, 또는 차별에 대한 불만을 신고 할 수 www.oregonmetro.gov/civilrights. 당신의 언어 지원이 필요한 경우, 회의에 앞서 5 영업일 (오후 5시 주중에 오전 8시) 503-797-1700를 호출합니다.

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សេចក្តីជូនដំណឹងអំពីការមិនរើសអើងរបស់ Metro
ការគោរពសិទ្ធិពលរដ្ឋរបស់ ។ សំរាប់ព័ត៌មានអំពីកម្មវិធីសិទ្ធិពលរដ្ឋរបស់ Metro ឬដើម្បីទទួលពាក្យបណ្តឹងរើសអើងសូមចូលទស្សនាគេហទំព័រ www.oregonmetro.gov/civilrights។
បើលោកអ្នកត្រូវការអ្នកបកប្រែភាសានៅពេលអង្គប្រជុំសាធារណៈ សូមទូរស័ព្ទមកលេខ 503-797-1700 (ម៉ោង 8 ព្រឹកដល់ម៉ោង 5 ល្ងាច ថ្ងៃធ្វើការ) ប្រាំពីរថ្ងៃ មុនថ្ងៃប្រជុំដើម្បីអាចឱ្យគេសម្រួលតាមសំណើរបស់លោកអ្នក ។

إشعار بعدم التمييز من Metro

تحتزم Metro الحقوق المدنية. للمزيد من المعلومات حول برنامج Metro للحقوق المدنية أو لإيداع شكوى ضد التمييز، يُرجى زيارة الموقع الإلكتروني www.oregonmetro.gov/civilrights. إن كنت بحاجة إلى مساعدة في اللغة، يجب عليك الاتصال مقدماً برقم الهاتف 503-797-1700 (من الساعة 8 صباحاً حتى الساعة 5 مساءً، أيام الاثنين إلى الجمعة) قبل خمسة (5) أيام عمل من موعد الاجتماع.

Paunawa ng Metro sa kawalan ng diskriminasyon

Iginagalang ng Metro ang mga karapatang sibil. Para sa impormasyon tungkol sa programa ng Metro sa mga karapatang sibil, o upang makakuha ng porma ng reklamo sa diskriminasyon, bisitahin ang www.oregonmetro.gov/civilrights. Kung kailangan ninyo ng interpreter ng wika sa isang pampublikong pulong, tumawag sa 503-797-1700 (8 a.m. hanggang 5 p.m. Lunes hanggang Biyernes) lima araw ng trabaho bago ang pulong upang mapagbigyan ang inyong kahilingan.

Notificación de no discriminación de Metro

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Уведомление о недопущении дискриминации от Metro

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Avizul Metro privind nediscriminarea

Metro respectă drepturile civile. Pentru informații cu privire la programul Metro pentru drepturi civile sau pentru a obține un formular de reclamație împotriva discriminării, vizitați www.oregonmetro.gov/civilrights. Dacă aveți nevoie de un interpret de limbă la o ședință publică, sunați la 503-797-1700 (între orele 8 și 5, în timpul zilelor lucrătoare) cu cinci zile lucrătoare înainte de ședință, pentru a putea să vă răspunde în mod favorabil la cerere.

Metro txoj kev ntuxub ntuxaug daim ntawv ceeb toom

Metro tributes cai. Rau cov lus qhia txog Metro txoj cai kev pab, los yog kom sau ib daim ntawv tsis txaus siab, mus saib www.oregonmetro.gov/civilrights. Yog hais tias koj xav tau lus kev pab, hu rau 503-797-1700 (8 teev sawv ntovxov 5 teev tsaus ntuj weekdays) 5 hnuv ua hauj lwm ua ntej ntawm lub rooj sib tham.



Metro

Public Engagement Review Committee

December 20, 2023 Meeting



Public Engagement Review Committee charge

METRO CODE

2.19.100 (a) Purpose. The purpose of the PERC is to advise the Metro Council on the development and maintenance of programs and procedures to aid communication between the public and the Metro Council.

Housekeeping Announcements

To make sure everyone can fully participate:

- State your name before you begin speaking
- Remember to narrate the slides
- Written comments in the public chat
- To speak, please use your reaction buttons on Zoom to raise your hand or lift your physical hand.



Agenda *(updated)*

5:00 **Welcome | Introductions**

5:15 **Project update**

5:45 **Open public comment**

6:00 **Discussion:** Application of Guiding Principles for Meaningful Public
Engagement

6:55 **Closing**

Welcome and introductions

Introductions

- Name, Pronouns
- Role on PERC, or title

Check-in question (choose one):

- *Personal or professional announcements?*
- *What is something you're proud of?*



Welcome to our guests

Choya Renata | she/her

Community engagement specialist, Housing department

Marissa Grass | she/her

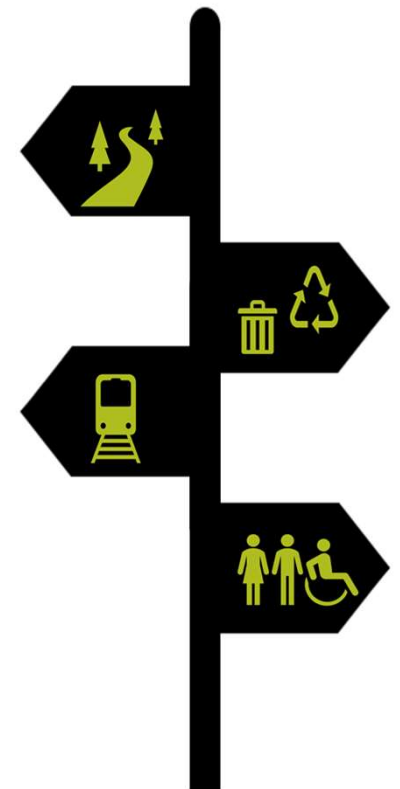
Principal Policy & Engagement Specialist, Waste Prevention and Environmental Services Communications

Sabine Rear | she/her

Accessibility Specialist, Diversity, Equity and Inclusion Department

William Sarcos Cortez | he/him/siya

Accessibility Project Manager, Parks and Nature



Project update



Metro

Arts and conference centers

Garbage and recycling

Land and transportation

Oregon Zoo

Parks and nature

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Public Engagement Guide

About the 2023 update

A tool for



| Members of the public



| Metro staff



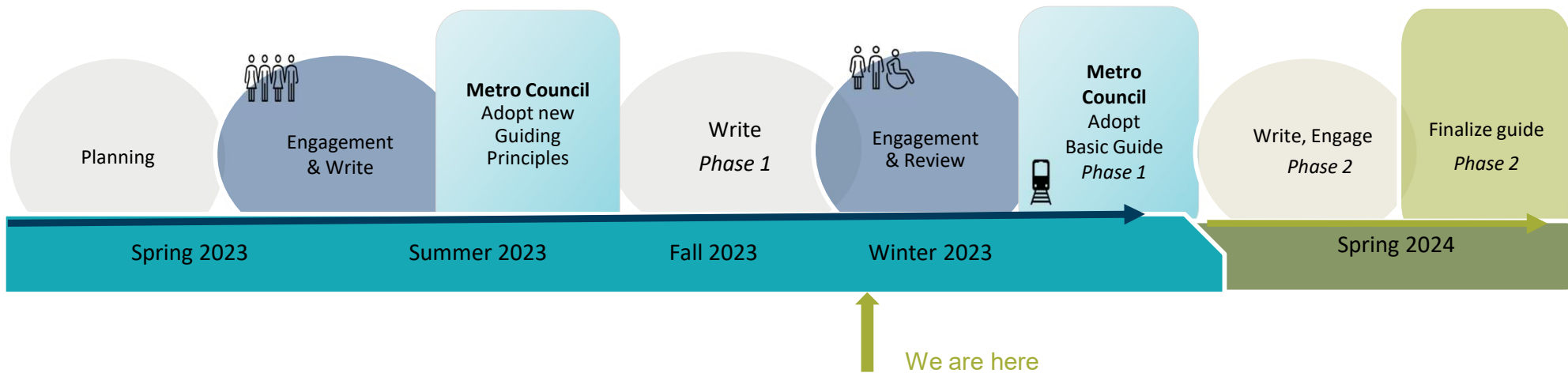
| Metro Council

Considerations

- Strengthen Metro's engagement practices
- Build shared language
- Focus on meaningful public engagement
 - Inclusion and access to influence
 - Collaboration & Community Partnerships
- Meet federal requirements related to Regional Transportation Planning

Project Timeline

Updated November 2023



Updated Project Phases

- | | |
|----------|--|
| Phase I | Adopt Basic Guide |
| Phase II | Add Supplemental tools
resources, website expansion |

Public Engagement Guide

progress

December 2023



- ✓ **Adopted** Guiding Principles for Meaningful Public Engagement
- ✓ **Reviewed** Outline for Public Engagement Guide document
- ✓ **Created** Project website

Join us!

- Metro Council Worksession January 23 @ 10:30 am
- PERC meeting January 10th (*In-person/hybrid*)
- Public Comment Period December 20 – February 03

Open Public Comment



Metro

Arts and conference centers

Garbage and recycling

Land and transportation

Oregon Zoo

Parks and nature

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Draft application of guiding principles of meaningful public engagement

~ 80 min



Metro

Arts and conference centers

Garbage and recycling

Land and transportation

Oregon Zoo

Parks and nature

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Metro's new guiding principles for meaningful public engagement

Adopted June 15, 2023

1. Public participation is an essential part of **Metro's decision-making**.
2. **Transparency** about decision-making is fundamental to successful public service and includes communicating about project outcomes and the impact of community contributions to the process.
3. Meaningful public engagement processes apply equity, diversity and inclusion strategies and tools to help identify and **address the needs of** impacted, underserved, and historically excluded communities.
4. **Engagement and communications are accessible**, informative, timely and inclusive of a rich diversity of lived experiences and perspectives.
5. Collaboration and **capacity-building** efforts with community-based organizations, programs, initiatives and individuals that are impacted, underserved, or historically excluded are essential to address regional issues equitably.
6. Intergovernmental **collaboration**, coordination, and consultation are essential to address regional issues holistically and efficiently.
7. **Evaluation** of engagement activities during and after a project encourages responsiveness, growth and process improvement.
8. **Adaptive project timelines** allow for meaningful engagement with the most impacted audiences early and throughout the project.

Words matter: key terms

Metro's guiding principles for meaningful public engagement will strengthen our engagement practices.

A **guiding principle** is a values-based idea that influences behavior and decisions.

Language check!

Meaningful public engagement is inclusive of all potentially impacted perspectives. It is rooted in nurturing relationships. It acknowledges the role trauma plays in people's lives and takes into consideration the communication and engagement needs of participants. Meaningful public engagement requires transparency with participants about how their input can affect how decisions are made at Metro without overpromising.



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DRAFT

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This document will be updated after feedback from the Public Engagement Review Committee and then inserted into a draft of a public engagement guide.

Metro's Guiding Principles for Meaningful Public Engagement – DRAFT FOR PERC FEEDBACK

The guiding principles inform planning and implementation of virtual and in-person public engagement activities. They create a foundation to sustain an equitable and democratic culture of collaboration and accountability at Metro.

Metro's Guiding Principles for Meaningful Public Engagement

1. Public participation is an essential part of Metro's decision-making.
2. Transparency about decision-making is fundamental to successful public service and includes communicating about project outcomes and the impact of community contributions to the process.
3. Meaningful public engagement processes apply equity, diversity and inclusion strategies and tools to help identify and address the needs of impacted, underserved, and historically excluded communities.
4. Engagement and communications are accessible, informative, timely and inclusive of a rich diversity of lived experiences and perspectives.
5. Collaboration and capacity-building efforts with community-based organizations, programs, initiatives, and individuals that are impacted, underserved, or historically excluded are essential to address regional issues equitably.
6. Intergovernmental **collaboration**, coordination, and consultation are essential to address regional issues holistically and efficiently.
7. Evaluation of engagement activities during and after a project encourages responsiveness, growth and process improvement.
8. Adaptive project timelines allow for meaningful engagement with the most impacted audiences early and throughout the project.

Applying the principles

The guiding principles represent Metro's values about commitments to how we communicate or engage with the communities we serve. While each service or planning department at Metro is unique, all are unified by Metro's values and priorities to advance racial equity, climate resiliency, and shared prosperity.

Development of new projects, policies, programs, or substantial investment decisions should incorporate all relevant guiding principles into their planning process to identify if public outreach is appropriate for their project, who should be reached, and how they should be reached. This will ensure that impacted communities Metro serves, have a meaningful opportunity to be informed or get involved at key decision points.

For education or services-oriented programs provided at Metro facilities, venues or parks, staff should consider how the guiding principles apply to decisions about outreach for developing programs and delivering and evaluating them.

Language check!

Meaningful public engagement is inclusive of all potentially impacted perspectives. It is rooted in nurturing relationships. It acknowledges the role trauma plays in people's lives and takes into consideration the communication and engagement needs of participants. Meaningful public engagement requires transparency with participants about how their input can affect how decisions are made at Metro without overpromising.

Applying the guiding principles continued.

The information in the next table serves as a starting point for Metro staff, the Metro Council, and partners to consider when making decisions about public engagement processes within projects or programs. The information includes combined input received from the Public Engagement Review Committee, the Committee on Racial Equity, Metro staff and the Metro Council regarding public engagement practices.

PRINCIPLE	IN PRACTICE	DESIRED OUTCOMES
1	<ul style="list-style-type: none"> Public engagement and communications are adequately resourced within budgets. Metro acknowledges that solving complex regional issues, restoring past harms, requires a civically engaged public. Public engagement is valued as part of technical project management processes. Metro engages with communities outside of specific projects. 	<p>For people</p> <ul style="list-style-type: none"> <input type="checkbox"/> People use their power to affect changes they need. <input type="checkbox"/> <u>Metro's decisions</u> to address the needs of the diverse communities they serve. <p>For Metro</p> <ul style="list-style-type: none"> <input type="checkbox"/> Staff and leadership is informed about the needs of the diverse communities they serve. <input type="checkbox"/> Metro develops sustainable, equitable and impactful policies.
2	<ul style="list-style-type: none"> Public information requests are addressed in a timely manner. Summary reports are understandable and easily accessible. <i>New or ongoing projects:</i> Metro clearly describes project goals, key decision-points, decision-making structures, and the purpose for public engagement within the larger processes. People know the potential impact public input can have. <i>After project completion:</i> Metro shares what informed decisions, who was engaged, and major trade-offs considered within the process. Metro reports back to participants they engaged. 	<p>For people</p> <ul style="list-style-type: none"> <input type="checkbox"/> People can easily find information. <input type="checkbox"/> People can generally understand what major decisions are being made and how Metro arrived at the decision. <input type="checkbox"/> Participants feel their time and input is valued post-engagement. <p>For Metro</p> <ul style="list-style-type: none"> <input type="checkbox"/> Metro is accountable to the communities they serve. <input type="checkbox"/> Metro maintains internal practices that facilitate public information-sharing in a timeline manner.
3	<ul style="list-style-type: none"> Metro staff apply a racial equity strategy to their planning processes to avoid common negative impacts of systemic exclusion of historically marginalized groups. Metro hires a workforce that is representative of the communities they serve. Staff has access to useful trainings such as trauma-informed care, popular education, Tribal government consultation, or racial, gender and disability justice. Metro develops processes for addressing trauma or harm during engagement activities if they come up. <p><i>Some tools to consider:</i></p> <ul style="list-style-type: none"> Metro's Racial Equity Framework (with power-mapping guidance) The Spectrum of Community Engagement to Ownership by Rosa Gonzalez White Supremacy Culture by Tema Okun. 	<p>For people</p> <ul style="list-style-type: none"> <input type="checkbox"/> Communities participate or lead in the solutions to complex regional problems honoring their lived experience. <input type="checkbox"/> Harm during or after engagement processes is avoided and addressed if it happens. <input type="checkbox"/> The needs of those most highly impacted with least institutional power are prioritized. <p>For Metro</p> <ul style="list-style-type: none"> <input type="checkbox"/> Metro advances the Strategic Plan to Advance Racial Equity, Diversity, and Inclusion. <input type="checkbox"/> Metro works towards accountability and repair of past harms. <input type="checkbox"/> Metro practices people-centered approaches to governance
4	<ul style="list-style-type: none"> Metro applies inclusive communications strategies and tools, to ensure that people with different needs and abilities can be informed or get involved. 	<p>For people</p>

	<ul style="list-style-type: none"> • Metro reduces or eliminates common barriers to participation. • Metro hosts gatherings that are responsive to the unique language and cultural norms of participants. • Metro invests in supporting staff through trainings, tools, and research. • Staff are culturally responsive to prevent harm while navigating social interactions. 	<ul style="list-style-type: none"> <input type="checkbox"/> Information of interest is easy to find and reasonably understandable. <input type="checkbox"/> People of different backgrounds and lived experiences feel included and see themselves represented in Metro's work. <p>For Metro</p> <ul style="list-style-type: none"> <input type="checkbox"/> Metro creates welcoming spaces for participants shifting away from exclusionary engagement practices. <input type="checkbox"/> Increased public participation in Metro projects and programs.
5	<ul style="list-style-type: none"> • Metro participates in mutually beneficial and co-created community partnerships. • Metro ensures partners are well-resourced to reduce burn-out. • Metro works to reduce barriers to participation for individuals. • Metro's engagement practices support civic leadership development in individuals. 	<p>For people</p> <ul style="list-style-type: none"> <input type="checkbox"/> Individuals grow their civic leadership and are better able to assert their power toward justice and liberation. <input type="checkbox"/> Community organizations persist as a community asset. <p>For Metro</p> <ul style="list-style-type: none"> <input type="checkbox"/> Metro advances shared prosperity through capacity building. <input type="checkbox"/> Increases participation by historically excluded residents. <input type="checkbox"/> Metro makes decisions that are well-informed and address the needs of the people they serve.
6	<ul style="list-style-type: none"> • As a regional government, Metro convenes city, county, state, and Tribal governments to address regional issues holistically and efficiently. • Metro honors the unique needs, experience, and geographic connection of partner agencies, such as city, county, and Tribal governments, to the communities they serve. • Metro consults with local Tribes as sovereign nations applying a government-to-government relationship approach. 	<p>For people</p> <ul style="list-style-type: none"> <input type="checkbox"/> Regional issues such as transportation, housing, waste management, parks and nature and civic leadership are addressed in a holistic manner. <p>For Metro</p> <ul style="list-style-type: none"> <input type="checkbox"/> Metro contributes to a culture of civic leadership as a regional convener.
7	<ul style="list-style-type: none"> • Metro defines clear goals and identifies metrics to measure effectiveness of engagement and communications practices. • Metro staff seeks participant feedback after engagement opportunity and adapts along the way, if needed during long term projects. • Metro works with partners to identify evaluation metrics and practices. 	<p>For people</p> <ul style="list-style-type: none"> <input type="checkbox"/> People can impact improvements to government processes for future generations through participation in evaluations. <p>For Metro</p> <ul style="list-style-type: none"> <input type="checkbox"/> Staff develop shared learning and improve engagement practices. <input type="checkbox"/> Staff are innovative and <input type="checkbox"/> Metro staff practice self-reflection and avoid perfectionism.
8	<ul style="list-style-type: none"> • Metro responds to unexpected information or situations whenever possible. • Public input, if vital, can influence a change in direction of a project. • Timelines may be shortened if staff or Council have information necessary to understand the impacts of their decisions, or if responding to an emergent need such as a natural disaster or public health crisis. 	<p>For people</p> <ul style="list-style-type: none"> <input type="checkbox"/> People feel like their time is valued. <p>For Metro</p> <ul style="list-style-type: none"> <input type="checkbox"/>