

Committee for Community Involvement

DECEMBER 17, 2024 MEETING MINUTES

Time: 6 - 8 p.m.

Held via Zoom

CCI Attendees: Karen Bjorklund (Chair), Marrion Kaufman, Bill Merchant, Amy Nichols, Brent Parries (Vice Chair), Gordon Slatford, Danielle Weber

CCI Members Not Present: Pat Erdenberger

Attending PGA Liaison to the CCI: Tonia Holowetzki

Public Attendees: Barbara Smolak

MEETING MINUTES

1. Welcome, Introductions

Chair Bjorklund welcomed CCI members, public attendees, and PGA staff.

2. Approval of Meeting Minutes

Bill Merchant motioned to approve the minutes for both September and November. Brent Parries seconded the motion. The committee unanimously approved the minutes for both months.

3. Public Comment

No public comment.

4. Community Leaders Meeting

The committee unanimously agreed to move forward with the plans outlined in Chair Bjorklund's handout based on the conversations from the last two meetings. The meeting will be scheduled for March 2025.

5. 2024 CPO Listening Sessions, Survey Results, Underlying Themes

- Chair Bjorklund reviewed the three themes of underlying CPO needs identified in the 2024 CPO listening session and survey:
 1. Establishing two-way communication between CPOs and BCC
 2. Establishing meaningful relationships between CPOs and the county
 3. Helping CPOs to feel and be heard by the county
- She referenced PGA's suggestion that a CCI report to the BCC on those themes would have the greatest impact if it told the BCC:
 - What the CCI has done about the three themes;
 - The result of CCI action; and
 - What the CCI still wants to do.
- She then asked what the CCI should do next on the three themes, in addition to the work already underway on code enforcement interactions and developing a Community Leaders meeting with a two-way communication format. Ideas from CCI members included:
 - Provide comments to the statewide CCI [CIAC] re: Goal 1.

- o Consider a discussion at a future meeting re: Goal 1.
- o Address the importance of livability and the lack of an ordinance that supports livability within the county. Livability is mentioned in code enforcement priorities, but no criteria or definitions are provided. What definition does county staff (code enforcement) use when discussing livability?
- Bill Merchant moved that PGA Director Tonia Holowetzki ask code enforcement, on behalf of CCI, for their definition of livability. Danielle Weber seconded the motion. The committee unanimously approved the action.
- Based on a question at a previous meeting, Chair Bjorklund reviewed the CCI bylaws showing how a report on the listening session and survey is different from the CCI evaluation of the public involvement program:
 - o Under annual activities the CCI will “strive to carry out”, the bylaws say CCI is to “advise the County” on the needs and issues identified in the listening sessions. CCI has advised the county of the results and key themes from the listening session and survey through their conversations with PGA and DTD.
 - o Separately, the bylaws say the CCI will strive to “provide the Board of County Commissioners” with an evaluation of the public involvement program based on an annual report from PGA. Tonia said PGA will develop the framework for an annual evaluation of the county’s public involvement program and produce a report in FY25-26. This will include a section on CCI’s role and its analysis of public involvement from its perspective.

6. Overview of the county’s community engagement framework

Tonia presented the county’s community engagement framework, which defines community engagement on a broader scale and recognizes the need to serve the many different communities within the county. She also mentioned that IAP2 is reviewing its public participation spectrum and may update it soon.

7. CCI-PGA partnership projects

- CCI will finalize the task force (up to 4 CCI members) in January to work with PGA on revisions to the CPO handbook.
- The committee agreed that the CPO webpage provides good and relevant information about CPOs and the program. CCI will continue to provide input on the page as needed. PGA will work directly with the CPOs to ensure up-to-date information.
- CCI members inquired about PGA’s ability to provide officer training for CPOs. PGA agreed to move forward with this request.
- Tonia debriefed CCI members on the updated CPO reimbursement form, which is now automated and can be submitted to PGA directly from the website along with uploaded receipts. PGA will also update the authorization form.
- Tonia confirmed that PGA cannot mail postcards to residents on behalf of CPOs but can implement other communication strategies to create more awareness and interest in CPOs.

8. Possible new business to consider for future CCI agendas

Potential candidate interviews.

Next Meeting: Tuesday, January 21, 2024, 6 – 8 p.m. via Zoom.

The meeting adjourned at 8:01 p.m.