

APPROVED Meeting Summary

February 21, 2017 Washington County Committee for Community Involvement (CCI)

ATTENDEES

Regular members: Jim Long; Bruce Bartlett; David Shettles; Mary Manseau; Marty Moyer; Kathy Stallkamp; Stan Houseman; Lars Wahlstrom; Paul Johnson; Ray Eck; Virginia Bruce; Rex Nere; Liles Garcia

Public: Kathie Koellmann

Washington County staff: Theresa Cherniak; Kari Herinckx; Sia Lindstrom; Dan Schauer

WELCOME, INTRODUCTIONS, REVIEW AGENDA, JANUARY MEETING SUMMARY

Jim Long called meeting to order at 7 pm. He is past CCI Chair and a current member of the recently elected Steering Committee for 2017, which will finish appointing the CCI leadership at their next meeting. Self-introductions were given around the room.

Agenda: Regarding tonight's listed time for adjournment at 8:30, Jim Long stated that unless anyone here had an engagement at 8:45, this meeting could go to 9.

Draft January meeting summary: Jim Long pointed out recent meeting summaries used Mr./Ms and his preference was for first and last names throughout. Coordinators stated that they were trying that style for convenience. Members were briefly given a chance tonight to indicate a level of general agreement for using first and last names throughout. No objections spoken.

Motion—Approve January meeting summary, by Marty Moyer. Second—Mary Manseau.

Vote (show of hands) In Favor: 9—Bruce Bartlett; David Shettles; Marty Moyer; Kathy Stallkamp; Stan Houseman; Lars Wahlstrom; Liles Garcia; Paul Johnson; Jim Long.

Against: None. Abstaining: 2—Virginia Bruce; Ray Eck.

DRAFT 2017-2018 LONG RANGE PLANNING WORK PROGRAM

Theresa Cherniak, Principal Planner - Community Planning, Washington County Land Use & Transportation

Theresa Cherniak provided a briefing of the draft work program with a discussion of key tasks and CCI input. The draft work program was released Feb. 14 and is open for public comments until March 14. The revised work program will go to the Board of Commissioners for approval on April 4. Link:

<http://www.co.washington.or.us/LUT/Divisions/LongRangePlanning/PlanningPrograms/annual-work-program.cfm>. She noted that there are 32 potential Tier 1 tasks. The following efforts were highlighted:

- **Regional planning:** Urban Planning Area Agreements with cities (those maps are quite old); Metro's growth report and projections leading into the next Urban Growth Boundary decision in 2018.
- **Aloha Tomorrow:** further Town Center planning; land use and TV Hwy corridor transit options.
- **Housing affordability:** A senior planner was hired; a grant was obtained to look at a variety of issues we may potentially be able to impact, such as variety of housing types; parking; fees.
- **Mineral and Aggregate regulations:** There is an aggregate shortage; Commissioners asked to visit this.
- **North Bethany Main Street planning**
- **Transportation:** refinement plan for arterials; planning for urban reserves; "rightsizing" the parking code; work to follow from the walkway gap tools study; urban/rural roadways at the UGB-interface.
- **Wineries code** – ordinance process was continued from last year. The process will restart in March.

Main topics of discussion for CCI members and Theresa Cherniak:

Signs on sites proposed for development: CCI has requested it be required for signage to be posted on site of proposed development activity, with contact information for the developer. Theresa Cherniak asked CCI if the requirement is to cover any development activity (such as grading), not just building. Virginia Bruce answered yes. Mary Manseau commented that CCI has asked before that proposals for commercial, industrial or institutional uses near residential areas also require signage. Stan Houseman said it might be possible for property owners to

also benefit from posting signs if neighbors are able to contact them about problematic activities observed, such as trespassing. Theresa Cherniak said this item could be looked at via a “housekeeping, omnibus” ordinance.

Health Hardship proposal rejection: Lars Wahlstrom commented that this is the second rejection of this request to relax the renewal process for health hardship permits. In his CPO 10 it has been taken up before, including their most recent meeting, and he said the issue affects CPO 15 and other outlying areas with acreage. He noted staff’s rationale that it’s a code enforcement matter, however, many things require code enforcement. This is about more than saving paperwork. Theresa Cherniak said the need to allow additional occupancy on a rural property for caregiving is through the state’s allowance for temporary health hardship permits. (State law does not allow Accessory Dwelling Units in rural areas.) Code enforcement has found instances of the health hardship permits being abused quite a bit, she said, to where the temporary occupancy use such as a trailer or other type of unit stays there once the hardship goes away. She said that it would help to have more information including specific instances of concerns and problems with the requirements, so that there is more justification for a change. Kari Herinckx said she would be happy to work with Lars Wahlstrom and CPO 10 to help gather more information.

Marty Moyer made a point about the staff report’s statement that Health Hardship permit renewal fees are “relatively low” — she said \$448 to renew every two years is not relatively low for some families. Also, the Director has the opportunity to waive the fee— do people know that? Lars Wahlstrom and Liles Garcia said they were unaware the fee can be waived. Theresa Cherniak noted that there is staff time involved to do the reviews. Paul Johnson said his parents, during the 1970s at their farm on Minter Bridge Road, could not obtain a temporary health hardship permit to take care of his grandmother. As generations go by this is not being handled well, and in the agricultural areas people have to stay close to where their families are to take care of them. Virginia Bruce said she doesn’t see who is being harmed by extending the permit renewal period from 2 to 4 years. She agrees that the renewal cost is not trivial to individuals on fixed incomes, medical expenses, and families stretched thin. Dan Schauer suggested CPOs encourage their members document their concerns on this issue and submit input to staff and Commissioners. Personal stories from constituents support CPO/CCI input and adds weight. Theresa Cherniak is taking away the input from members here and would appreciate additional comments.

Additional issues mentioned briefly:

Urban Planning Area Agreements; North Bethany Main Street planning; mechanisms to make new housing more affordable; feasibility of dedicating right of way to fill walkway gaps without triggering Nollan/Dolan; CPOs can ask staff to be on the list to disseminate issue papers when the papers are released; finding more ways for staff to take requests from advisory or community participation groups and make solutions work; staff’s capacity to deal with work on mineral aggregate issues; a comment to make staff resources high, not medium, on item 1.15 (arterials); a concern that the extent of infill development encouraged in the MAX corridor could be taking an unfair toll on the neighborhoods there.

CCI LAND USE CODE & ORDINANCE SUBCOMMITTEE – Mary Manseau

Mary Manseau asked if there is interest in a CCI letter, in addition to individual letters, about the Long Range Planning Work Program? The subcommittee could put together a letter. Are there any more specific comments? Jim Long noted the support tonight to give more on the Health Hardship issue.

Motion by Virginia Bruce: Subcommittee is to draft a letter reflecting the issues discussed tonight that the members feel need more attention in the work plan. Seconded by Marty Moyer.

Mary Manseau and Jim Long noted that there would not be time before the end of the public comment period of the draft Work Program for the CCI Steering Committee to review the subcommittee’s letter in person, at their next meeting. Liles Garcia encourages both a group letter and individual letters, and Virginia Bruce said it would be good for CPOs to weigh in.

Mary Manseau asked if the CCI grants permission to the subcommittee to include additional issues that weren't discussed tonight. Kathy Stallkamp asked Mary Manseau whether she had clarity on whether it would take up any new issues. Mary Manseau stated that the intent of a follow-up letter is to rely on the original letter and address what members feel needs more attention. The subcommittee's next meeting is March 8 and Mary Manseau said she will have a draft letter ready for it.

Vote (show of hands) In favor - 11: Bruce Bartlett; David Shettles; Marty Moyer; Kathy Stallkamp; Stan Houseman; Lars Wahlstrom; Liles Garcia (alternate for Rex Nere); Paul Johnson; Jim Long; Virginia Bruce; Ray Eck.
Against: None. Abstaining: None.

Mary Manseau appealed for two new subcommittees, on Rural and on Transportation. She noted that R&O 86-95 is being updated – it determines off-site traffic improvements for new development, which plays into road improvements. Jim Long said the Steering Committee will discuss the question of new Subcommittees. He would like rural issues to be articulated and help CCI hear and support them. Lars Wahlstrom said there are several issues, like water, internet/communications.

Virginia Bruce asked what the CCI Bylaws said about forming subcommittees. Dan Schauer said the bylaws are not clear if the CCI establishes subcommittees through the Steering Committee or general membership—there are actually question marks noted in the text of the bylaws on this. The bylaws were recently posted on the website – there was a period of time on the Washington County site that the file was not there, but it was always on the OSU Extension site. Copies have often been brought to the CCI meetings - Ray Eck mentioned that he has kept a copy. Virginia Bruce asked if staff approval is required, and Kari Herinckx and Dan Schauer both said no, never.

MARKETING SUBCOMMITTEE UPDATE

Stan Houseman commented that a subcommittee is being scoped and prepared to get in front of CPOs, to recruit for members. It is complicated, not just for throwing something out there and hoping it sticks. We need the best and brightest minds. And if people don't join the marketing group, but they get involved with the CPOs, it has a benefit. He wants something on the County website and on Nextdoor. We've had some input from about three different people. We have identified some goals.

Virginia Bruce asked why it's called marketing and not communications or outreach, because marketing has a connotation of sales. Be that as it may, she wants to be on the subcommittee.

Mary Manseau applauded the idea to have a broad effort that can inform people who are not involved with the program, but believes the first step is to reach out to CPOs rather than trying to get a wider recruitment out to everyone. Get it out first to CPOs, then develop it further.

Kari Herinckx asked Stan Houseman to test her understanding that the next step he was working on was to craft a message intended to go out to CPOs. Kathy Stallkamp said he also mentioned a message that was broader based, but Stan Houseman said that is secondary. Kari Herinckx said it is great we have another volunteer here in Virginia Bruce. Stan Houseman said the whole point is to craft a message for action that is exciting and asks people to get involved. Paul Johnson wants a group that can put together a message to really grab people and makes them want to be part of what we're doing. Jim Long said it is going to take a while to get anything to happen on this timeline so he encourages moving forward.

Kari Herinckx said the materials that were sent for the past meeting can be resent. The discussion was started, and reported back, over the past two meetings with documents in the packets and posted. Dan Schauer said staff is going to provide a collaborative workspace web-based application to login and collect project documents, allow authors, reviewers and editors to work together, track versions, show timelines and materials, etc. People can't collaborate easily on email. Kathy Stallkamp said Google docs are simple for a lot of people.

Kari Herinckx posed the question of selection for the Marketing Subcommittee. It has not been clarified and it appears to be unresolved. She suggested the group make a decision about its membership. (The Steering Committee had already decided to create the subcommittee, but no input was given on membership.) Kathy Stallkamp volunteered Stan Houseman for the chair. Jim Long called for a vote to support him: it passed 12-0. Kari Herinckx and Stan Houseman agreed that he will figure out membership from here.

PROGRAM COORDINATORS UPDATE

Haynes Award: Dan Schauer passed out the Board of County Commissioners 2/23 evening meeting's agenda item for a presentation of the 2016 Harold M. Haynes Award to Luis Nava. Dan Schauer communicated with Luis Nava to approve the agenda language and confirm the time allotment. The CCI Steering Committee will name a spokesperson to give a brief introduction, Luis Nava will get about 2-3 minutes for remarks, and there will be a photo opportunity with the Commissioners.

CPO BEST PRACTICES

Handout and discussion: Kari Herinckx and Dan Schauer introduced the need to address the challenges of incivility and disruption that can break apart our public meetings, and called for a new focus to be put on using facilitation to restore functioning and reaffirm our intentions to make CPOs safe and welcoming spaces for engagement. Staff will work with volunteers on best practices. An annual calendar for the CPO Program is needed so that timelines can be set for training volunteers. A new training program is needed. Facilitation is first up in the priority list. Continuing education and ongoing learning of facilitation is important for everyone in engagement, at all levels of skills, volunteers and staff alike. People who are disruptive have been showing up to CPOs for some time, not just recently. Dysfunction occurs without the tools to manage these challenges.

In light of what happened at last week's incident at the joint CPO 1 and 7 meeting on overcrowding in schools, it's a salient example of what has been observed at some meetings when there is contention: people are on a spectrum of their comfort level to facilitate. (At that specific meeting, a white nationalist brought copies of their literature and put it on the table right next to handouts carefully prepared by the CPOs to support the moderated forum with Beaverton School District and the County.) That incident was extreme – a white nationalist walking into a room, and although benign in the form of limiting himself to handouts (and not speech or actions, and especially just by one individual in this case), it connotes a stance that can be construed as hate, violent, threatening. We don't know how many people felt comfortable to handle that situation, or knew what was in their rights to handle it.

CCI members, coordinators and Sia Lindstrom participated in the discussion to give their thoughts and experiences. A few of the comments included:

Mary Manseau: A lesson we took is to have greeters who staff the meeting at the door.

Ray Eck: Our CPO a few years ago elected a chair and it was what you would call dysfunctional for a year. Never again will ours, nor should anybody else, elect a chair that we don't know something about. You just can't afford to do what we did. We lost a lot of people from our CPO because of it, and we haven't really recovered some of the people that we used to have since then. It got into shouting matches, we were in the paper, it was terrible. It hurt the CPO Program all the way back to the County Commissioners – they heard about it.

Kari Herinckx: This is part of the reason why staff made a new volunteer questionnaire.

Kathy Stallkamp related an example of a very contentious meeting many years ago that she and her volunteer peers resolved, at a candidates forum. One candidate came in with a request that the other candidate was not going to cooperate with. She worked with her steering committee and got support from them. One volunteer

opened the meeting, other volunteers separated the candidates to talk with them, and she set some firm understanding for the way the meeting would operate. The candidate who had the request the other one did not want to cooperate with was willing to throw the whole meeting into jeopardy over it. She said that it was his right to do that, but she would announce his action would be why the meeting would be down. So he backtracked from that. The important thing is that volunteers are not always prepared to tackle instances like this.

Mary Manseau said, although not directly related to this issue, negative feedback about a CPO that comes in to staff needs to be forwarded to that CPO's volunteers.

Sia Lindstrom said she appreciates the conversation and is glad to be here for this. A lot of internal conversations are taking place about this. This is a time in our history when polarization is increasing, our ability as a community to have good constructive dialog is much more difficult, and CPOs all are on the front lines of that. At the same time, CPOs all are now part of Washington County in a way that they were not before, and so Washington County is trying to figure out the best way to support CPOs now, as part of the County. This conversation did also happen last week with Board of Commissioners at worksession, so they are aware it happened.

The main question now is, what can be done to help CPOs deal with the challenge. CPOs are trying to find that balance, as everyone is in public meetings, between supporting free speech, which everybody has the right to, and providing a safe space for people to engage. And CPOs are trying to welcome more people to the table. She has heard that there is a fear that new people coming to CPOs will not come back after this kind of stuff. That's what needs to be prevented, so that all the outreach and communications work is effective when people actually walk through the CPO's doors. They come in and have a good experience, and they want to come back. So, it's a balance between free speech and providing an open and welcoming space for people to engage. She wants volunteers to let staff know what they can do to help CPOs create that space.

Sia continued: Staff cannot always be at each CPO meeting – they go to as many as they can, but there are not enough of them to go to everything. That's part of the challenge of making sure that volunteers have the tools to deal with it. Volunteers are the leadership. Part of the development everyone needs to do their jobs effectively, as volunteers and staff, is training in facilitation. It's a really good opportunity for everyone to tune up their skills.

Stan Houseman called for training to address how to deal with a group with the intention of overwhelming a CPO by design. David Shettles observed how, at the CPO meeting incident with the white supremacist, a woman faced the man down and used her body language to take charge. She didn't tell him to leave verbally, he said, but she held her line until the man backed off, and he then got out.

New business / CPO updates / emerging issues:

- MTAC: Ray Eck is the Washington County citizen representative. He has heard about a new bus system in the works, with articulated buses, from Portland to Gresham, in the mill. Higher speed, less stops. He asked for something on the west side and heard that it takes grants, funding, time. He talked to Chairman Duyck about that and he will stay on it at MTAC.
- Jim Long: There will be an appeal before LUBA on a decision in Tigard.
- Jim Long finished by asking for feedback about this meeting, as a verbal evaluation. Members liked: the freeform part of the agenda and how Jim has managed the meeting and treated everyone fairly. Suggestions: given that TVF&R prohibits drinks in this room, provide paper cups and remind people to take their reusable containers; be sure all handouts used in the meeting are sent out in advance; CCI bylaws should be emailed out to everybody and members can review those if needed; and to look into whether the County's building on Murray is a better alternative to this location.

Adjourned at about 9:20 pm.

Respectfully submitted by Dan Schauer