

## Portland Plan – Community Involvement Committee, Workshop Subcommittee Meeting Notes (Meetings 1 and 2)

**Meeting 1 - 9/28 – 9:00 to 10:00 a.m. Attendees:** Jason Barnstead-Long, Deborah Stein (BPS), Marty Stockton (BPS) and Alexandra Howard (BPS)

**Meeting 2 - 9/30 – 4:30 to 5:30 p.m. Attendees:** Linda Nettekoven (CIC), Stan Penkin (CIC), Deborah Stein (BPS), Marty Stockton (BPS) and Alexandra Howard (BPS)

### **Recommendations on Workshop Design from CIC Subcommittee Members and the Portland Plan Public Involvement Staff Team**

#### **Criteria**

- Make the workshops as open and flexible (for attendees) as possible
- Schedule workshops on a variety of days and time so that a wide array of Portlanders can attend
- Provide varying levels of participation, Attendees should be able to browse and comment in writing or choose to engage with other participants and staff. Provide very interested community members with the opportunity to have in-depth conversations

#### **Event Design (Time, Location and Structure)**

- Daytime weekend events must be included in the schedule
- Two all day events
- 4-5 shorter events
- All day Friday at the Convention Center following by a half day elsewhere
- All day Saturday at the Convention Center, followed by a half day elsewhere
- Schedule workshops at high schools, SUN schools or other community gathering places (e.g., NAYA or IRCO), so a special focused workshop could occur before the broader public workshop
- Schedule three fairs around the city and follow-up with an all-day event at the convention center. The Convention Center event would offer in-depth, scheduled breakout sessions as well as the fair from the earlier events. The fairs would prepare people for more in-depth conversations. The Convention Center event could feature a leadership luncheon with a keynote speech by Mayor Adams. The luncheon would be by invitation only, but the discussions and fair would be open to the public.

#### **Collateral Materials/Tools**

- Develop a worksheet that participants can turn in any time during the event. The worksheet can be filled out without participating in a group discussion
- Video or call-on booth to record ideas
- Include a visual preference survey in the workshop

#### **Miscellaneous**

If we have an event at the zoo, can we provide the first X guests with passes or free kids passes?