

# Wednesday, February 24, 2021

6:00 pm Open | Meeting 6:30 pm - 8:30 pm | Zoom Online Meeting

Purpose: To coordinate advocacy for implantation of the Action Plan

Time	Topic Leader	Topic	Info	Discuss	Action
6:30	Sabina Urdes & Mustafah Finney	<p><b><u>Welcome</u></b></p> <ul style="list-style-type: none"> <li>- Meeting Overview &amp; Speaking Protocol               <ul style="list-style-type: none"> <li>o Recognition of Zoom Meeting Host</li> <li>o Participating Member Agreements</li> <li>o New Members Welcome</li> <li>o Code of Care</li> </ul> </li> <li>- Meeting Roles Recognition               <ul style="list-style-type: none"> <li>o Recognition of Facilitator</li> <li>o Recognition of Timekeeper</li> <li>o Recognition of Note-taker</li> <li>o Recognition of Success/Action Tracker</li> </ul> </li> <li>- Next Meeting Reminder               <ul style="list-style-type: none"> <li>o <b>Wednesday, March 24<sup>th</sup></b></li> </ul> </li> <li>- Introduction               <ul style="list-style-type: none"> <li>o Name/Pronouns/Affiliations</li> </ul> </li> </ul>	X		
6:45	Katie L Frieda C Bobbi Y JR L	<p><b><u>Sub/Committee Updates</u></b></p> <ul style="list-style-type: none"> <li>- Economic Development Subcommittee (5 min)</li> <li>- Housing Subcommittee (5 min)</li> <li>- Grants Committee (5 mins)</li> <li>- Operations Committee (5 mins)</li> </ul>	X		
7:05		<i>Dinamica</i> (5 min) Break			
7:10		<p><b><u>Shelter to Housing Continuum (S2HC) Project-</u></b> BPS, Housing Bureau, and Joint City-County Office of Homeless Services are partnering to retool City codes to better address the homelessness crisis. (20 min)</p>	X	X	
7:30		<p><b><u>Prosper Portland Budget Presentation-</u></b> Lents and Gateway TIF districts and to talk a bit about our economic development programs that supported by the organization across the city, and how those show up in East Portland in particular (20 min)</p>	X	X	
7:50		<p><b><u>Structures Committee Presentation-</u></b> update on ongoing conversations with the Structures Document (10 min)</p>	X	X	

8:00	Linda R Doug A  Layla A	<b><u>Representatives Updates</u></b> - East Portland Parks Coalition (5 min) - East Portland Land Use & Transportation Committee (5 min) - Portland United Against Hate (5 min)	X X X		
8:15	Sabina U & Mustafah F	<b><u>Announcements</u></b> - Open Floor - Success and Take Action Tracker Report (5 min)	X X		
8:30		<b><u>Meeting Adjourn</u></b>			

**If you want to be on the agenda**  
**Contact:** Sabina Urdes: [sabina.urdes@gmail.com](mailto:sabina.urdes@gmail.com)  
or Mustafa Finney: [rosecitymustafah@gmail.com](mailto:rosecitymustafah@gmail.com)

## Upcoming EPAP Meetings

Join us for our meetings as we continue to work improving livability in East Portland. All meeting materials will be posted on our web calendar.

### **Economic Development Subcommittee**

Mon, Mar 1 | 5:00-6:30 pm

### **East Portland Parks Coalition**

Thurs, Mar 4 | 6:00-8:00 pm

### **Housing Subcommittee Meeting**

Mon, Mar 8 | 6:00-8:00 pm

### **Civic Engagement Subcommittee**

Tues, Mar 16 | 6:30-8:30 pm

### **East Portland Land Use and Transportation Committee**

Wed, Mar 17 | 6:30-8:30 pm

### **General Meeting**

Wed, Mar 24 | 6:30-8:30 PM

### **Grants Committee**

Thurs, Mar 25 | 4:30-6:30 pm

### **Technical Advisory Committee**

Tues, Apr 13 | 2:30-4:00 PM

### **Operations Committee**

Tues, Apr 13 | 6:00-8:00 PM

These gatherings are open to the public  
Language Interpretation available upon request (we ask for one weeks' notice)

For more information and request, please contact:

JR Lilly, EPAP Advocate

[jr.lilly2@portlandoregon.gov](mailto:jr.lilly2@portlandoregon.gov) | (503) 823-8027

## **EPAP General Meeting**

### **January 27, 2021**

Welcome: The meetings was opened with a review of speaking protocols, recognition of the host (JR Lilly), and a reflection upon the Participating Member Agreement and Code of Care. Meeting Roles were established with the following:

- Facilitator: Mustafah
- Timekeeper: Sabina
- Note Taker: Leslie Lum
- Success/Action Tracker: Katie Larsell

The next Meeting is on February 24, 2021.

Participants introduced themselves. **Attendees:** Linda Robinson, Bobbi Yambasu, JR Lilly, Carol Hasenberg, Annette Mattson, Jennifer Breedlove, Robert Schultz, Layla Assem, Bob Earnest, Thea Munchel, Katie Larsell, Leslie Lum, David Hampsten, Cassandra Scholte, Arlene Kimura, Nick Sauvie, Ali Ibrahim, Douglas Armstrong, Brent Lee, Sabina Urdes, Annette Stanhope, Gayle Palmer, Nathan Engkjer, Jessica Dover, Giovanni Hernandez, Hilary Nichols, Seile Tekle, Walle Brown, LaVerne Lewis, Rose, Sean Cruz, Rachel Walsh, Ali Dirie, Mimi Scott, Leslie Chaires, Linda Bauer

#### **Sub-Committee Reports:**

**Economic Development:** discussed context for racial equity plan. Have heard that there's a push for equity and anti-displacement. Question of when and how to do this plan. How to measure equity and keep people involved. How are we inclusive? Should we create our own plan? Community written plan. Community business partners will be invited to next meeting to discuss what they would want out of a plan. January meeting was focused on what the community would want.

**Housing Committee:** This month the Housing Subcommittee Meeting was canceled due to the change in leadership. The Meeting will continue next month with a conversation about a Co-Chair now that John Mulvey has stepped down.

**Grants Committee:** 20 viable applications and they ranked them. Up to \$3,000 small grant will be due 2/25 and another small grant round later this year.

**Civic Engagement:** Commitment to language and culture. Came up with list of major projects that committee might pursue. Next month will discuss and choose. Name of committee might be confusing to some, so they possibly discussed name change. Will also discuss in February meeting.

#### **EPAP in Limbo:**

EPAP got reassigned from Civic Life to Commissioner Eudaly's office. In transition to Commissioner Mapps' office, EPAP was accidentally dropped. In this time, the City is trying to decide where EPAP belongs. Currently JR, the EPAP Advocate is temporarily assigned to Office of Management and Finance. JR, Mustafah, and Sabina are in conversations with Commissioner Mapps office. Willingness to be assigned to both Mapps and Hardesty's office. Advantage to staying at OMF is that EPAP will not have to get reassigned again, which would happen if EPAP got assigned to a Commissioner.

Co-chairs are concerned about this development. During the transition out of Civic Life, there were lengthy discussions for several months to avoid this kind of situation. EPAP was to be

assigned to the position and not the Commissioner. In conversations with different City staff, JR found out that it wasn't possible to be assigned to a position, rather than a Commissioner.

Was it a Resolution that reassigned EPAP to Eudaly's office? Shouldn't that be on record. JR reached out to Winta Johannes from Commissioner Eudaly's office and she said the reassignment went into a budget note, as other staff said it shouldn't go to council for a vote because then the Mayor could reassign it.

It was noted that this may have been intentional on the City's part in order to dissolve EPAP.

Being in a Commissioner's office would make it easier to do business, such as pass an Ordinance. Want an advocate in city hall, so good to be in a Commissioner's office. Concern over remaining in OMF, because they aren't in a role to advocate. Structurally, Mapps said EPAP could stay in OMF and still have access to a Commissioner.

Will gather chat and place document. Please email JR with additional questions and ideas. JR, Mustafah, and Sabina will meet with Mapps' office on Friday.

**2021 Grants Recommendation:**

2021 EPAP Grant Fund of \$150,000. \$20,000 for Municipal Partnership, \$55,000 for Civic Engagement, \$55,000 for General Grants, and \$20,000 for Community Support Fund. Committee did not fund all requests, as not all grant criteria were met. During grant selection meetings, City OMF staff emphasized how certain processes would not be allowed under OMF guidelines. Several people suggested that this might be an example of why EPAP should not remain in OMF. Remaining funds not allocated will roll over to the Community Support Fund, which will be open in February. Below are the recommendations for EPAP General Membership.

Civic Engagement Grant Recommendations			
	Organization	Project	Request
1	Columbia Slough Watershed Council	Slavic Paddle Leaders on the Columbia Slough	\$8,910.00
2	Ethiopian and Eritrean Cultural and Resource Center	EECRC Health Education	\$7,500.00
3	Growing Gardens	Growing Food and Community through COVID	\$5,000.00
4	Historic Parkrose	Taste of Parkrose Multicultural Market	\$10,000.00
5	Women-Sew Global Foundation	Stitching Lives Together	\$7,050.00
			\$45,960.00

General Grant Recommendations			
	Organization	Project	Request
1	Bike Works by p:ear	Community Bike Repair Relief	\$10,000.00
2	Friends of Gates Park	Gates Park Movie in the Park	\$1,200.00
3	The Rosewood Initiative	Multicultural Adult English Classes and Beyond	\$10,000.00
			\$21,200.00

Consensus on moving forward with Community Support Fund and approving grant committee recommendations for grant funding (pasted above).

Concerns that have come up:

- Is grant process from marketing program, supporting groups to apply, internal processes, administration working well? lore resolved this by granting a larger chunk of funds to organizations, rather than a smaller amount.
- EPAP Advocate position might be too many responsibilities for one full time position to manage both grant program and other duties. Previous EPAP Advocate spent 70% of her time on the grant program.
- Accountability of City funds. Should EPAP funds be controlled by EPAP, rather than City Council?

#### Four Forces, Inc

Jennifer Breedlove presented on services her organization might be offer East Portland. These services include reflective listening, facilitation, and mediation. Four Forces is applying for a grant to provide free services to East Portland. Jennifer would like to hear from the community about issues they'd like help on. Contact Jennifer at [Jennifer@fourforcesinc.com](mailto:Jennifer@fourforcesinc.com)

#### Representatives Updates:

**East Portland Parks Coalition-** Linda had to leave the meeting early and couldn't report back

**East Portland Land Use & Transportation-** Douglas reported Biketown roll out in East Portland. In the fall, phase 2 will begin to include four square miles in East Portland.

**Portland United Against Hate-** Layla wanted folx to know that if they experienced or witnessed hate, please report this info to: [reporthatpdx.com](http://reporthatpdx.com)

**Portland Clean Energy Fund-** First meeting the other day, looks encouraging that they might get funded. In process of building team and coalition. Next meeting February 9 at 6p



# East Portland Action Plan

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## Housing Subcommittee Report

February 8, 2021

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### 2020 – 2022 Committee Strategic Priorities:

We envision East Portland becoming a community of neighborhoods with the assets, infrastructure, cultural amenities and housing that East Portland residents need, hope for and desire to thrive.

We will:

- Support home ownership for low-income families and families-of-color in East Portland. This includes not only supporting the purchase of a home, but also working to protect vulnerable homeowners from displacement and predatory real estate practices, and working to ensure that low-income homeowners are able to benefit from growth and development in East Portland. (EPAP Goals SN.2.1 and SN.2.2)
- Support creation of needed rental housing for low-income families and families-of-color. This includes working to create new homes across the housing spectrum, acquisition and rehabilitation of existing affordable homes, and creation of a local preference policy to stabilize vulnerable East Portland families and ensure that they can remain in our community. (EPAP Goals SN.1, SN.2, SN.6, EQ.1, and EQ.2)
- End City development policies that are driving displacement, including fully implementing the anti-displacement policies of the Comprehensive Plan and demanding meaningful changes to Portland's use of urban renewal. (EPAP Goals SN.1, SN.2, SN.6, EQ.1, and EQ.2)

## **Housing Subcommittee Meeting**

February 8, 2021

**Attendees:** Nick Sauvie, , Frieda Christopher, s, JR Lilly, Linda Bauer, Laurie Palmer, Jamila Dozier, Matthew Tschabold, Katia S, Kiki (SACOO), Linda B, and Preston K.

The meeting began at 6:05 pm. Tonight's meeting was held online via Zoom meeting.

Frieda welcomed everyone to the meeting and asked everyone to introduce themselves. She announced that John Mulvey had stepped down as co-chair and we would be discussing later.

### **1. Portland Housing Bureau Update: Jamila Dozier and Matthew Tschabold**

Jamila gave a presentation on the COVID Recovery/Resilience. She said there was \$114million total that had been allocated for COVID Relief. A total of \$31.1million was for Household Rental Assistance. She said the funds for 2020 Rental Assistance had been distributed. The worked with workgroups on how to disburse the funds through the STRAN and Worksystems Network, plus expanded networks with an equity focus. She said approximately 3,200 households were helped with an average of \$4,100 per household.

PHB were gearing up 2021 and the \$500,000 that was targeted fro East Portland and is being led with racial equity. There was another \$70million in City/County Fund with the \$35million from the state.

Jamila and Matthew respond to questions. Matthew said between May-Dec the non-payment of rent rate was about 12-15% and it class C rentals. They were estimating between \$20-25 million in unpaid rent each month. They also know there will be an increase in homelessness whenthe rent moratorium ends.

### **2. Legislative Update: Group**

Frieda said they had hoped to get legislators to the February meeting, but would set up for March. She asked for what was going on and JR asked for others to share. He said the Coalition of Community of Color have their legislative agenda. He also said Sen Jama and Rep Reardon were holding a Town Hall via Zoom.

Katia said they were following HB 2427 – Universal application for renters with a limit of \$10 as a screening fee. Also SB291 – Individual Assessment for criminal history when evaluation a renter's application.

### **3. Co-Chair Discussion:**

Frieda explained John had stepped down two weeks before our meeting and we would need a new co-chair. Nick Sauvie said he could step in for March. JR asked if he could do it through June so we would have time to obtain a permanent co-chair. Nick said he would do it.

### **4. Announcements**



Katia announced that Human Solutions was now leasing up the Nick Fish Building at Discover Park.

JR announced the applications for EPAP's community Support Grants for up to \$3,000 were opened. He said there would be 2 rounds, in February and in April.

JR also announced that EPAP has been assigned to Commissioner Hardesty's office.

The meeting was adjourned at 7:30 pm.

Next EPAP Housing Meeting:  
**Monday, March 8th, at 6:00 pm**  
**Meetings will be held with Zoom until further notice.**

For translation services at our meetings, contact JR Lilly at 503-823-8027 or [jr.lilly2@portlandoregon.gov](mailto:jr.lilly2@portlandoregon.gov)

*The Goal of the Housing Subcommittee is to find common ground in supporting a range of housing types in East Portland as a means to strengthening livable communities, encouraging healthy, complete, and stable neighborhoods, and promoting family wage jobs. A range of housing types is meant to include rental housing and home ownership as well as housing for people at various income levels.*

*The purpose of the EPAP Housing Subcommittee is to agree upon productive strategies for housing and to prioritize action items involving housing for East Portland. These strategies and action items might include (but not be limited to): encouraging housing for people in a range of income levels---including affordable housing for low-income people, promoting high quality housing development and construction standards, and encouraging property rehabilitation as well as new construction. The EPAP Housing Subcommittee will work with a lens of preventing displacement, protecting tenants' rights, promoting enhanced housing inspection enforcement, supporting local schools, encouraging job creation and economic development, and strengthening neighborhoods.*

*The EPAP Housing Subcommittee will strive to promote, for all East Portland residents, quality housing by design which in turn promotes stronger educational systems; an increase in living wages jobs, greater economic opportunity, stronger educational systems, enhanced transportation, and healthy neighborhoods throughout East Portland.*

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## **Displacement Prevention Recommendations for East Portland** (August, 2015)

### **• Community Benefits Agreements (CBA)**

This is a contract with a governmental agency, real estate developer, or other jurisdiction to provide specific benefits to the local community or neighborhood in exchange certain provisions from that community or neighborhood. On public projects, CBAs can be negotiated with the initiating government agency and can be included in a Request for Proposals (RFP) with contractors. With private developers, benefits can be negotiated in a contract established with community groups who then accept (or don't oppose) project adjustments. CBAs have funded workforce

training, local hiring, childcare access, affordable housing units, re-location stipends, reinforced access to family-wage jobs, and other public benefits.

### **• Rent Stabilization**

Just as Oregon has property tax increase protection, Rent Stabilization protects tenants in residential multi-family properties from excessive rent increases by mandating reasonable gradual rent increases, while at the same time ensuring the landlords receives a fair return on their investment.

### **• Just Cause Eviction (JCE), Code Enforcement, and Renter Education**

Just cause eviction controls are laws that protect renters by ensuring that landlords can only evict with proper cause, such as a

tenant's failure to pay rent or destruction of property. While JCE provides such protections for renters, landlords retain full right to evict a tenant for breach of rental contract. Code Enforcement compels landlords to improve unsafe building conditions. Code Enforcement can ensure that multi-family dwellings are owned and managed responsibly. When housing code violations are found and not corrected, the government can impose significant penalties upon landlords. Rights and responsibilities education for renters must be included as an active component of JCE and Code Enforcement, to ensure the systems are reasonably monitored and enacted.

• ***Anti-Displacement Impact Analysis***  
Impact Analysis is a tool that requires multi-family and commercial developments to provide a pre-build assessment of the effect such development will have on displacement in the area (usually a one-mile radius).

• ***Housing Acquisition Rehabilitation to Ensure Affordability***  
This applies public housing dollars to purchase existing multi-family developments in poor condition and to rehabilitate the facility for use as affordable housing to be managed by a public entity or non-profit that serves low-income populations.

• ***No Net Loss/Affordable Housing Preservation Ordinance***  
No Net Loss is when a City has to maintain a fixed amount of affordable housing through preservation, new construction, or other replacement of lost units. The Affordable Housing Preservation Ordinance is the establishment of a policy to ensure that the amount of housing affordable to low- and moderate-income persons does not decrease over time.

• ***Broadening Homeownership and Cooperative Ownership***

This establishes programs to increase opportunities for low-income households to have the opportunity to purchase a home. It means that some of the barriers to homeownership are removed so that homeownership becomes easier for groups of people who are often unable to purchase homes for themselves. Cooperative Ownership of multi-family developments occurs when a group of people form a collective business corporation to share ownership of a building. Co-op members work together to reach mutual goals based on democratic control and decision-making. Co-op members may or may not be residents of the shared ownership building.

• ***Inclusionary Zoning***

This requires developers to make a percentage of housing units in a new residential development available to low- and moderate-income households. In return developers receive non-monetary compensation in the form of density bonuses, zoning variances, expedited permits, or similar provisions that reduce construction costs or promote the developers' goals. This can be done in developments with many single-family units or in multi-family developments.

• ***Owner-Occupied Homeownership Retention for People with Low -Income***

As house values rise taxes rise and people living on limited and fixed incomes are not able to afford the taxes. While benefiting at the point of sale, people cannot afford to stay in their often long term residences and cannot find another home in the area that does not present the same condition.

## **Economic Development Subcommittee Meeting**

**February 1, 2021 | 5:00 PM**

**Facilitator: Ricardo Lopez | Notetaker: JR Lilly**

Attendees: Ricardo L, Katie L, Corky C, Nick S, Gayle P, Annetee S, Lisha (DMA), Linda B, Mustafah F, and JR L,

Introductions with the check-in question “how are you uplifting Black Voices this month?”

General Announcements:

- Airport Workers Update- Katie shared about updates in supporting Airport Workers
- Corky- shared the CCA has a Truck Program that helps transition away from diesel trucks
- East Portland Resilience Coalition- developing a resilience plan for neighborhoods. With the next meeting on Feb 9<sup>th</sup> at 5:30 PM.

Upcoming Meeting Roles

- March Facilitator: Katie L
- March Notetaker: Gayle P
- February General Meeting Reporter: Katie L

### **Educational Moment: Columbia Corridor Association (CCA) with Corky Collier**

<https://www.columbiacorridor.org/>

The Columbia Corridor is the single largest economic corridor in Oregon, stretching from the Willamette River in the west to the Sandy River in the east. It’s the largest industrial area in the state, with 2,500 businesses employing 65,000 people with more middle wage jobs than anywhere else in the state. 40% of those employees live within five miles of work.

Corky shared about the organization’s role of equity with industrial jobs and working with BPS. He shared about how the research shows this is where East Portland residents work. So that we must do our best to protect Family Wage Jobs. He reported that the average age in this sector is \$60k annually.

Members asked questions about the homeless issues and Corky shared insight about how businesses are seeing an increase in camps and do not have a solution recommendation. Members also asked about the support for Public Transportation and Corky shared about efforts to advocate to both PBOT and TriMet to help provide transportation to and from work. This is an ongoing conversation.

### **Discussion: More insight on the Antiracism & Equity Plan for East Portland**

Continuing the conversation around the project to advocate for such a plan member offered more thoughts:

- We should investigate other listening session community has been a part of in the past
- We should look to engaging more BIPOC Businesses and other Business Associations
- We should look into developing a survey with targeted questions
- We are looking for more support and organizations to buy into the idea
- We should connect this effort with the industry sector

## Grants Committee Meeting

January 28, 2021 at 4:30 PM

Facilitator: Robert S & Bobbi Y | Notetaker: JR Lilly

The Grants Committee discussed next steps for the Community Support Fund. The following items about the CSF were discussed:

- With the Fund Support Sessions dates and times set there was a request for committee members join to support answering questions. It was also suggested that there needs to be more examples created.
- Pre-Review: the committee agreed that in order to provide more help with applicants they should be able to send in applications ahead of time and given feedback from volunteer committee members. This would help answer questions and create stronger applications. It was agreed to add language that said applications should be given 3 days to provide feedback and at least 1 week before due date.
- Admin Fee: which was set at 5% max in the past did not seem enough. Suggestions were made to move it to 10% max but was decided to make it 7% max.
- The suggestions was to add page numbers to the application.
- New Organizations: the committee agreed to add language that encouraged newly formed organization to apply and to add clarity in the "Project Eligibility" section. And to also add that funds should not be used for start up cost.
- Other creative ways to do applications: It was brought up that there are other forms of awarding funds to community organizations we should look into in the future. Ideas included having a video option where someone can submit a video recording of them answering the questions instead of written applications, for there to be Letter of Intent to be submitted before a full application, and to have some form in in person (or virtual) interview process to be included. These ideas would require too much to add in for this cycle but will be taken into consideration in the future.
- Other updates to the application: small updates include changing "general grant checklist" to "Community Support Fund Checklist". Add language about stipends, rounds 1 & 2, and "Nonprofit Tax ID #".
- Fiscal Sponsors: the committee recognizes that finding a fiscal sponsor is a barrier to applying for funds. The advocate will continue to add suggested organizations to reach out to for fiscal sponsorship.
- Liability Issues: we should look more into the liability concerns the committee had during the 2021 Grants selection conversation. We should not go into too much detail for the CSF.
- Long Term Assets: the committee agreed to add more language asking for what the plan for long term assets is once the project is complete.
- Volunteers: We are asking for volunteers for both the Pre-Review Group and to attend the Application Support Session.
- No Meeting for February since the committee will be meeting to review applications and attend the Scoring Meeting on Friday, March 5<sup>th</sup> from 1:00 to 3:30 PM.
- Advertisement: to spread the word around the Community Support Fund the advocate will send email blast to all email list and follow up with past applicants as well. We will look into some advertisements with KBOO, Open Signal and MetroEast Community Media.

## **Operations Committee Meeting**

**Tuesday, February 2, 2021 at 6:00 PM**

This meeting was originally scheduled to be held in January but was postponed as transition details were worked out. This meeting was convened to provide some updates to the EPAP Members and discuss next steps in the transition.

**Transition Update:** JR gave an update sharing that after the conversation at our General Meeting in January the Operations Committee was invited to join a check in conversation with Commissioner Mingus Mapps on Friday, January 29<sup>th</sup>. At that meeting Commissioner Mapps shared that he had follow up conversations with both Commissioner Jo Ann Hardesty and Mayor Ted Wheeler about our situation. He shared that some resolve was coming, and we should be hearing from the Mayor's Office soon. He reassured the City's and his own commitment to East Portland and EPAP.

Then JR shared that the Mayor through Executive Order has assigned EPAP to Commissioner Hardesty and that he was making arrangements to meet with her as soon as her schedule had availability. This is good news that we now have a City Commissioner assigned to us and we can now work on next steps. This will involve more conversations with Commissioner Hardesty and with EPAP Membership.

At the time of the meeting there are still many questions to look into. Questions around what does the Committee Assignment mean for EPAP, what kind of support can we expect from Commissioner Hardesty's Office, what does the Advocate position look like moving forward, and what steps need to happen for EPAP not to go through this again.

### **Suggestions for language to the Structures Document:**

There was a suggestion for some updated language to the Structures Document that was presented to the committee to preliminary feedback. This was a first step in the process and was not being put forth for official consideration.

Feedback was given and the language was going to be continued to be worked on and brought before the Structures Committee. Some thoughts include looking into bringing clarity around the consensus process and steps on objecting. We suggested looking into training on consensus and have someone who does restorative justice look at the language.

# East Portland Land Use & Transportation Committee

Wednesday, February 17, 2021 | 6:30 PM

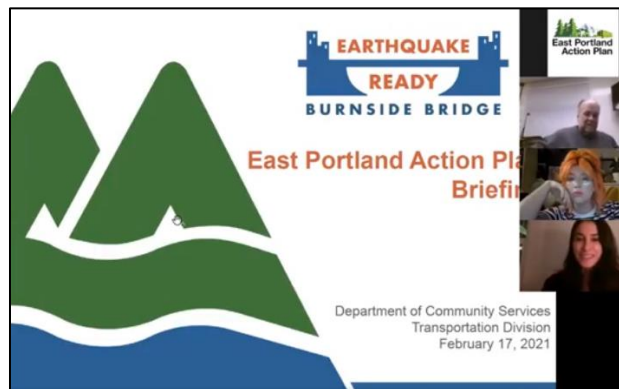
## Earthquake Ready Burnside Bridge Project <https://multco.us/earthquake-ready-burnside-bridge>

This will be a revisit of our previous engagement around design and placement of the new Burnside bridge. Discussion will center around design elements and ongoing outreach to the public for input.

## Shelter to Housing Continuum (S2HC) Project <https://www.portland.gov/bps/s2hc>

Erik Engstrom of BPS will be joining us to discuss the Shelter to housing continuum project better known as S2HC. Presentation will center around what will and won't be occurring in East Portland. There will be plenty of time after the presentation for CIVIL discussion.

A recording of the meeting can be found on YouTube:



<https://youtu.be/0k4euUqEH7I>

If you would like to be added to the agenda please contact  
Douglas Armstrong at [DDA882@Gmail.com](mailto:DDA882@Gmail.com)  
971-352-1710



# East Portland Action Plan

## Member Participation Agreement

The East Portland Action Plan (EPAP) is an ongoing committee charged with providing advocacy, and leadership in implementation of the *East Portland Action Plan, a guide for improving livability in outer East Portland*, as adopted by the Portland City Council in February 2009 and the Multnomah County Commission in July 2010.

The EPAP is an extension/outgrowth of the East Portland Action Plan Committee which met from December 2007 to July 2008. The EPAP engages the community to advocate for resources to further the values, strategies, and items specifically described in the Action Plan. Together we strategically work to improve livability and prevent displacement in the East Portland Community Office (EPCO) coalition area. The East Portland Action Plan website may be found at: [www.eastportlandactionplan.org](http://www.eastportlandactionplan.org).

## MEMBERSHIP COMPOSITION

Involvement in the EPAP is open to everyone committed to Action Plan advocacy. An EPAP orientation session is offered after each general monthly EPAP meeting.

## PARTICIPATION AGREEMENTS

Participants should make every effort to be present at EPAP general meetings. As a courtesy, staff should be notified in advance if a member is unable to attend. If a member is unable to attend, he or she may provide written comments relevant to the agenda, and they will be forwarded to the EPAP.

## DECISION-MAKING

The EPAP will craft and recommend approaches and solutions that are workable for a wide range of needs and interests, based upon the 'Guiding Principles' identified above. The EPAP operates using a consensus model. Committees and Subcommittees can make public statements that are specific to their group. Proposals seeking approval from the general EPAP will be decided by Participating Agreement (PA) signing members. Committee, Subcommittee, or Workgroup consensus participation requires attendance at two (2) meetings and a commitment to future regular attendance.

EPAP Committees, Subcommittees, and Workgroups will engage in open and constructive dialogue among all attendees, seek input from other stakeholder groups, and ensure that diverging opinions are openly aired, discussed, and documented. People either individually or organizationally positioned to have conflict of interest based on individual or organizational affiliation in decision making are expected to participate in the discussion and disclose the conflict of interest to the group, but to abstain when consensus is being sought. If another group participant perceives someone has an undisclosed conflict of interest, this should be raised prior to seeking consensus. If the individual wants the abstention to be identified, this will be accommodated in the notes.

Should consensus not be established on a proposal brought to a meeting, the proposer is welcome to circulate the proposal for individual signatures and the people demonstrating strong opinions are encouraged to meet separately to negotiate a solution and to request time on the next meeting agenda to bring another proposal for consideration.





**GUIDING PRINCIPLES**

The EPAP is dedicated to:

- Value the past and consider the future in making decisions that contribute to improved livability in East Portland.
- Build lasting community leadership and relationships as a means to laying the groundwork for successful implementation of the Action Plan.
- Develop avenues for partnering by creating opportunities to bridge the work being done amongst EPAP committees and representatives, communities, and neighborhoods, thus building upon common values with respectful collaboration.
- Openness of input and ideas and to respect and value differences of opinion, ideals, and time commitments with civility.
- Ensure opportunities to participate are equitably provided across the spectrum of all interest groups and geographic areas, which may include the provision of translation, interpretation, and childcare.
- Provide a hospitable and welcoming environment to all attendees.
- Prioritize the involvement of underrepresented communities.
- Work towards the furtherance of actions and strategies as specifically described in the Action Plan.
- Work to resolve conflicts or issues using a restorative justice reconciliation process.

**PARTICIPATION AGREEMENT (PA) MEMBERS**

Attendance at two (2) EPAP general meetings is required before an attendee is offered an opportunity to sign a *Participant Agreement*, which will designate them as a PA member. PA members will make every effort to be present at meetings. As a courtesy, staff will be notified in advance if a PA member is unable to attend. If a PA member is unable to attend, he or she may provide written comments relevant to the agenda, and the comments will be forwarded during the EPAP general meeting.

Participant Agreement (PA) members will:

- Encourage broad and inclusive participation. Current PA members will consciously welcome and orient new people and ideas.
- Interact with community members and partners to develop and promote interest and participation in implementing the Action Plan.
- Share information with local organizations in which you are involved, and gather, synthesize, and convey information and perspective from those organizations.
- Review background materials and monthly reports, to understand the issues and gain familiarity with the array of actions and initiatives currently underway that may intersect with the work you are doing.
- Provide a sounding board to ensure that a variety of data and viewpoints have been considered in the formulation of recommendations.
- Advocate with agencies and service providers as determined by the group.
- Voice concerns directly, promptly, and constructively with respect and civility.
- Become familiar with EPAP guiding documents, such as the 'East Portland Action Plan', 'Structure', 'Committees & Representatives', 'Principles for Improved Livability' and 'Involuntary Displacement Prevention Recommendations for East Portland'.

I, \_\_\_\_\_ agree to the terms of East Portland Action Plan Participating Membership stated herein.

\_\_\_\_\_  
**Signature**  
East Portland Action Plan, 1017 NE 117<sup>th</sup> Ave., 97220

\_\_\_\_\_  
**Date**



# East Portland Action Plan

## Structure

### CHARGE

The East Portland Action Plan (EPAP) is an ongoing group charged to provide leadership and guidance to implement the *East Portland Action Plan, a guide for improving livability in outer East Portland*, as adopted by the Portland City Council in February 2009 and the Multnomah County Commission in July 2010.

The EPAP is an extension and outgrowth of the East Portland Action Plan Committee, which met from December 2007 to July 2008. The EPAP engages the community to advocate for resources to further the values, strategies, and items specifically described in the Action Plan. Together we strategically work to improve livability and prevent displacement in the East Portland Community Office (EPCO) coalition area. The East Portland Action Plan website may be found at: [www.eastportlandactionplan.org](http://www.eastportlandactionplan.org).

### GUIDING PRINCIPLES

The EPAP is dedicated to:

- Value the past and consider the future in making decisions that contribute to improved livability in East Portland.
- Build lasting community leadership and relationships as a means to laying the groundwork for successful implementation of the Action Plan.
- Develop avenues for partnering by creating opportunities to bridge the work being done amongst EPAP committees and representatives, communities, and neighborhoods, thus building upon common values with respectful collaboration.
- Openness of input and ideas and to respect and value differences of opinion, ideals, and time commitments with civility.
- Ensure opportunities to participate are equitably provided across the spectrum of all interest groups and geographic areas, which may include the provision of translation, interpretation, and childcare.
- Provide a hospitable and welcoming environment to all attendees.
- Prioritize the involvement of underrepresented communities.
- Work towards the furtherance of actions and strategies as specifically described in the Action Plan.
- Work to resolve conflicts or issues using a restorative justice reconciliation process.

### COMPOSITION

Involvement in the EPAP is open to everyone committed to Action Plan advocacy. An EPAP orientation session is offered after each general monthly EPAP meeting.

### MEETINGS

All meetings, including general, Committee, and Subcommittee, are open to the public and will be announced in advance on the EPAP website calendar <http://eastportlandactionplan.org/calendar>. All meetings are subject to David Douglas School District status concerning weather-related building closures.

A general meeting will be held on the 4<sup>th</sup> Wednesday of every month, starting at 6:30 PM. Should the meeting be canceled, the Operations Committee will determine whether to schedule another meeting, as well as alert the EPAP membership of such cancellations and rescheduling.

The purpose of the general meeting is to coordinate activities, monitor Action Plan progress, organize future advocacy opportunities, and consider new issues.

Committee and Subcommittee chairs are responsible for the scheduling of their respective Committee and Subcommittee meetings and for keeping the EPAP Advocate informed of any schedule changes in a timely fashion.

### **DECISION-MAKING**

The EPAP will craft and recommend approaches and solutions that are workable for a wide range of needs and interests, based upon the 'Guiding Principles' identified above. The EPAP operates using a consensus model. Committees and Subcommittees can make public statements that are specific to their group. Proposals seeking approval from the general EPAP will be decided by Participating Agreement (PA) signing members. Committee, Subcommittee, or Workgroup consensus participation requires attendance at two (2) meetings and a commitment to future regular attendance.

EPAP Committees, Subcommittees, and Workgroups will engage in open and constructive dialogue among all attendees, seek input from other stakeholder groups, and ensure that diverging opinions are openly aired, discussed, and documented. People either individually or organizationally positioned to have conflict of interest based on individual or organizational affiliation in decision making are expected to participate in the discussion and disclose the conflict of interest to the group, but to abstain when consensus is being sought. If another group participant perceives someone has an undisclosed conflict of interest, this should be raised prior to seeking consensus. If the individual wants the abstention to be identified, this will be accommodated in the notes.

Should consensus not be established on a proposal brought to a meeting, the proposer is welcome to circulate the proposal for individual signatures and the people demonstrating strong opinions are encouraged to meet separately to negotiate a solution and to request time on the next meeting agenda to bring another proposal for consideration.

### **PARTICIPATION AGREEMENT (PA) MEMBERS**

Attendance at two (2) meetings is required before an attendee is offered an opportunity to sign a *Participant Agreement*, which will designate them as a PA member. PA members will make every effort to be present at meetings. As a courtesy, staff will be notified in advance if a PA member is unable to attend. If a PA member is unable to attend, he or she may provide written comments relevant to the agenda, and the comments will be forwarded during the EPAP general meeting.

Participant Agreement (PA) members will:

- Encourage broad and inclusive participation. Current PA members will consciously welcome and orient new people and ideas.
- Interact with community members and partners to develop and promote interest and participation in implementing the Action Plan.
- Share information with local organizations in which you are involved, and gather, synthesize, and convey information and perspective from those organizations.
- Review background materials and monthly reports, so as to understand the issues and to gain familiarity with the array of actions and initiatives currently underway that may intersect with the work you are doing.

- Provide a sounding board to ensure that a variety of data and viewpoints have been considered in the formulation of recommendations.
- Advocate with agencies and service providers as determined by the group.
- Voice concerns directly, promptly, and constructively with respect and civility.
- Become familiar with EPAP guiding documents, such as the 'East Portland Action Plan', 'Structure', 'Committees & Representatives', 'Principles for Improved Livability', and "Involuntary Displacement Prevention Recommendations for East Portland".

## LEADERSHIP

The EPAP will elect two PA members to act as general EPAP Co-Chairs. Each Co-Chair will be elected for a two-year term. The two Co-Chair's terms shall be staggered and will begin on July 1 of alternating years. Co-Chairs may be re-elected.

It shall be the responsibility of the Co-Chairs to announce the time and place of an election for Co-Chair no less than 30-days before the election is to be held. Nominations may be submitted to the Co-Chairs or made from the floor at the time of the election. If there is a single nomination for Co-Chair, a call for consensus shall be initiated. In case of two or more nominations for Co-Chair, a written secret ballot shall be used to determine the election of the Co-Chair, with the nominee receiving the majority of attending PA member ballot designations being elected as officer. Only attending PA members may submit a ballot.

A vacancy in a Co-Chair position can occur by the resignation of a Co-Chair or by a determination by consensus of the full EPAP membership that the position has become vacant. In the event of a vacancy an election shall be called, no less than 30-days before the election, for an new Co-Chair to till the remainder of the unserved term.

The EPAP Co-Chairs are expected to facilitate and regularly attend EPAP meetings and to be informed about EPAP activities. As facilitators, the EPAP Co-Chairs will preside over meetings, except when an alternate facilitator is designated. It is up to the discretion of the general EPAP Co-Chairs, with the support of the staff Advocate, to draft and adjust the agenda for the monthly general meeting.

The EPAP Co-Chairs will work to establish a healthy and sustainable culture by keeping energy devoted to **Relationships, Process, and Results** in balance – understanding that each of the three contribute to the health of the other two.

The EPAP general meeting will authorize establishment of Representatives, Committees, and Subcommittees, striving for co-chair leadership that reflects the aforementioned healthy and sustainable culture. EPAP Co-Chairs are expected to assign representation at Operations Committee meetings as convened. The EPAP may consider further attendance requirements for leadership positions.

## STRUCTURE

A Committee, Subcommittee, and Representative structure serves the operational functionality of the EPAP and implementation of the Action Plan.

### Committees and Subcommittees

The purpose of a Committee is to provide operational service to the EPAP; the purpose of a Subcommittee is to carry out specific strategies and action items of the Action Plan, by providing an issue-related forum for organizing advocacy. Committees and Subcommittees will:

- Be established by consensus at the general EPAP;
- Hold meetings open to the public and announced in advance on the EPAP web site calendar (<http://eastportlandactionplan.org/calendar>), held at mobility-device accessible locations within East Portland, and will offer EPAP-funded childcare and interpretation as needed;

- Have open participation, with at least one active person who is a PA signing member of the EPAP responsible to verbally report at the monthly general EPAP meeting;
- Operate using a consensus model;
- Strive for sustainability by establishing a culture that is equally invested in **Relationships, Process, and Results**;
- Are encouraged to embrace a Co-Chair model that consciously brings together individuals with the sustainable strengths mentioned above;
- Submit written monthly reports to the EPAP Advocate one week prior to the monthly meeting. Reports will include the following:
  - ✓ Identification of the EPAP item being addressed by the Committee or Subcommittee
  - ✓ Articulation of the Committee or Subcommittee goal
  - ✓ Identification of Committee or Subcommittee attendees
  - ✓ Statement of relevant issues addressed and decisions made
  - ✓ Request for input or action from the EPAP; and
- Assign a PA signing member of the EPAP to represent the Committee or Subcommittee on the EPAP Operations Committee and at annual reports to the government partners.

If a Committee or Subcommittee neglects to provide written and/or verbal reports for two (2) successive general meetings, the Committee or Subcommittee Chair(s) will be contacted and the lack of participation will be discussed. They will be encouraged to consider the viability of the Committee or Subcommittee and given notification that failure to meet the requirement for a third (3<sup>rd</sup>) successive general meeting will warrant the dissolution of the Committee or Subcommittee and an announcement will be made at the general EPAP meeting.

### **Representatives**

The purpose of a Representative is to have an EPAP advocate who serves as a liaison on Action Plan area-specific issues when needed and appropriate, or until there is enough EPAP capacity to establish a Subcommittee. A Representative is often a liaison to a committee, group, organization, or commission and is afforded priority time to report at the general EPAP meeting in that capacity.

The Representative can be an authorized spokesperson for the EPAP on the designated issue for which they are appointed; but if the Representative is determined while representing the EPAP to have not spoken in alignment with the Action Plan and 'Principles for Improved Livability', the Representative is responsible to provide an acknowledgment and correct the misrepresentation.

An EPAP Representative will:

- Be a PA member who regularly attends the EPAP general meeting and will be established as an area-specific Representative by consensus of the general EPAP;
- Utilize the 'East Portland Action Plan', 'Principles for Improved Livability', 'Structure', and "Involuntary Displacement Prevention Recommendations for East Portland" documents along with the EPAP Advocate and Co-Chairs for reference and guidance;
- Report on significant activities and position statements on behalf of the EPAP at the general EPAP meetings;
- Bring forward issue relevant information and requests for EPAP support; and
- Adjust their representation as is necessary, based upon input from the general EPAP.

Representation with membership organizations:

- Requires a high level of commitment to consistent attendance at the area-specific issue-related organizational meetings and reporting to the general EPAP;

- Requires an 'opt out' mechanism for campaign or advocacy involvement that stipulates which members are supporting the stance. As a consensus decision making organization, the EPAP will not sustain involvement with membership organizations without this articulated option; and
- Campaigns and public statements on behalf of the membership organization should be brought before the EPAP if there is any possibility that the campaign or statement is not in alignment with the Action Plan or 'Principles' documents, or if there is ambiguity that needs to be addressed by consensus at the general EPAP.

### **Operations Committee**

The purpose of the Operations Committee is to:

- Develop, seek general EPAP approval, and advocate for EPAP strategy;
- Function as an EPAP decision making body in time-sensitive situations, not including decisions related to governmental elections;
- Meet at least four (4) times a year to reinforce purpose integration; and
- Represent the EPAP to elected officials.

The Operations Committee has the following stipulated composition:

- Both General EPAP Co-Chairs;
- A PA representative from each Committee and Subcommittee that reports back to the committee they are representing about decisions made by the Operations Committee;
- Not to exceed 6 additional at large EPAP PA positions as determined by participating members of EPAP and
- The EPAP staff Advocate.

### **Structures Committee**

The EPAP Structures Committee will make structural proposals to the full EPAP in an effort to support the operational functions of the group. Membership will be composed of interested PA members.

As the EPAP grows, we recognize that there may be a need to design enhanced operational structures.

### **Communications Committee**

The EPAP Communications Committee will provide communication support that includes materials and web page development, and translation or interpretation to the EPAP.

### **Staff**

The EPAP will be staffed by Advocates through the City of Portland Commissioner Position #4. The EPAP Advocates will:

- Convene monthly general EPAP meetings and serve as process keepers to manage efforts for the good of the group as a whole;
- Work with all EPAP Co-Chairs to develop and distribute monthly EPAP meeting agendas, Committee and Subcommittee reports, and background materials during or in advance of meetings;
- When fully staffed, develop notes from the full EPAP meetings and distribute them within three weeks of the meeting. These notes will faithfully represent areas of general agreement within the group, note areas in which there are diverging viewpoints, and outline commitments to timelines for supported actions;
- Function as the City Grants and Municipal Partnership manager;
- Provide bureaucratic/administrative functions with the City of Portland; and
- Develop documents for review and comment.
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