

## STAFF REPORT FOR WORK SESSION

### PRESENTATION: REVIEW OF METRO'S UPDATED GUIDING PRINCIPLES FOR MEANINGFUL PUBLIC ENGAGEMENT

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Date: 05/11/2023  
Department: Communications  
Meeting Date: May 30, 2023

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Length: 6 pages

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#### ISSUE STATEMENT

Metro's current Principles of Citizen Involvement were adopted in 1997 by Resolution No. 97-2433. Metro staff is proposing to update the guiding principles to bring them into alignment with Metro's Strategic Plan to Advance Racial Equity, current best practices for meaningful engagement and Metro values. These guiding principles for meaningful public engagement create a foundation to sustain an equitable and democratic culture of collaboration and accountability at Metro. The adopted guiding principles will help provide a foundation to update Metro's public engagement guide.

#### ACTION REQUESTED

Review and provide feedback on the following draft principles in consideration for adoption at a future business meeting.

#### 2023 Metro's Guiding Principles for Meaningful Public Engagement.

All proposed engagement activities whether virtual or in-person should meet one or more of the following principles when planning and implementing engagement processes for Metro decision-making:

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| 1 | Public participation is an essential part of government decision-making.  |
| 2 | Transparency about government decision-making is fundamental to successful public service.  |
| 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 the rich diversity of lived experiences and perspectives across greater Portland.  |
| 5 | Collaboration and capacity-building efforts with community-based organizations, groups and individuals that are impacted, underserved, or historically excluded are essential to address regional issues equitably. |

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| 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 facilitates growth and process improvement.                             |

History of review for the updated guiding principles for meaningful public engagement:

### **March/April**

- The first draft of thirteen proposed guiding principles were adapted from:
  - Principles of Citizen Involvement adopted 1997
  - COVID 19 Community Engagement Policy, adopted in 2020
  - Public Engagement Guide, adopted in 2013
- Draft one of thirteen updated guiding principles reviewed by:
  - Staff: project steering team, project team, engagement specialists
  - Public Engagement Review Committee
    - Includes local government staff, residents, community-based organizations
  - Metro Council provided guidance on first draft during briefings.

### **May**

- Staff produced a second draft of seven guiding principles based on all feedback received.
- Public Engagement Review Committee reviewed second draft and voted for approval.
- May 30 - Metro Council reviews updated draft of guiding principles at Work Session.

### **June**

- Metro Council considers adoption of Metro's Guiding Principles for Meaningful Public Engagement.
- Staff begins to update Public Engagement Guide in support of Metro's new guiding principles for meaningful public engagement.

## **IDENTIFIED POLICY OUTCOMES**

Adoption of updated Metro's Guiding Principles for Meaningful Public Engagement will:

- provide a path for updating Metro's Public Engagement Guide
- support Metro Council in making decisions that are well informed, sustainable and address the needs and priorities of the diverse communities in the greater Portland region.
- Implementation of the guiding principles will support the advancement of goals in Metro's Strategic Plan to Advance Racial Equity:
  - Goal A: Metro convenes and supports regional partners to advance racial equity.
  - Goal B: Metro meaningfully engages communities of color.

- Goal D: Metro creates safe and welcoming services, programs and destinations.
- Goal E: Metro's resource allocation advances racial equity.

### **POLICY QUESTION(S)**

1. Do the updated guiding principles reflect Metro values and Metro Council expectations around community engagement?

### **POLICY OPTIONS FOR COUNCIL TO CONSIDER**

Option1: Approve the proposed Guiding Principles for Meaningful Public Engagement as-is. Honors Public Engagement Review Committee input and provides a foundation to update the Public Engagement Guide.

Option 2: Approve with suggested edits to Metro's Guiding Principles for Meaningful Public Engagement.

Option 3: Do not approve, make recommendations for further development

### **STAFF RECOMMENDATIONS**

Adopt Metro's Guiding Principles for Meaningful Public Engagement as they are.

### **STRATEGIC CONTEXT & FRAMING COUNCIL DISCUSSION**

The updated Guiding Principles will support the advancement of goals in Metro's Strategic Plan to Advance Racial Equity, Diversity and Inclusion:

- a. Goal A: Metro convenes and supports regional partners to advance racial equity.
- b. Goal B: Metro meaningfully engages communities of color.
- c. Goal D: Metro creates safe and welcoming services, programs and destinations.
- d. Goal E: Metro's resource allocation advances racial equity.

### **Known Opposition/Support/Community Feedback**

The Public Engagement Review Committee reviewed the first and second draft of the guiding principles. They voted to approve the second draft of the guiding principles that is included in this staff report.

The Committee on Racial Equity also will review the guiding principles and provide input on the potential content of an updated Public Engagement Guide on May 18, 2023. Staff will bring a summary of their input to the worksession.

No known opposition.

## Legal Antecedents

- Section 28 of the Metro Charter requires Metro to establish and maintain a citizen involvement committee and a process for citizen involvement
- Federal regulations at CFR § 450.316 require that Metro transportation planning processes must include proactive public involvement including timely notice, continuing opportunity for involvement, and minimum public comment periods
- Metro Resolution No. 97-2433 adopted Metro's current Principles of Citizen Involvement
- Metro Resolution No. 13-4476 adopted Metro's current Public Engagement Guide

## Anticipated Effects

- Metro Council provides direction to staff about expectations for public engagement.
- Metro Council is supported in making sustainable, equitable and impactful policies, projects and programs with input from all potentially impacted perspectives.
- New Guiding Principles will inform the upcoming adoption of an updated Metro Public Engagement Guide]

## Financial Implications

- No budget impact at this time.
- This process includes getting input from staff and external partners to identify barriers or challenges that exist institutionally to conduct meaningful engagement with all key audiences - within each department. This could reveal needs for additional resources or information. This information would be brought forth at a future Metro Council briefing or worksession.

## BACKGROUND

Metro Council has not reviewed or adopted guiding principles for public engagement or involvement since 1997. The guiding principles from 1997 were relied upon by the Metro Council when it adopted the 2013 Public Engagement Guide, which included a slightly updated version of guiding principles. .

Information for consideration about each guiding principle.

*The information in the table below is in draft and requires further review by PERC committee, metro staff, and Metro Council.*

1	<b>Public participation is an essential part of government decision-making.</b> <i>Purpose: Sustainable, equitable and impactful policies, projects and programs require input from all potentially impacted perspectives.</i>
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	<p>Public involvement should be well resourced and be a significant part of government decision-making to create sustainable, equitable and impactful policies, projects, and programs. Sustainable, equitable and impactful policies, projects and programs require input from all potentially impacted perspectives. This includes, but is not limited to, topic experts and historically empowered stakeholders such as businesses, industry groups and environmental advocates to people who have been historically excluded from governmental decisions, including Black, Indigenous, and other communities of color, people with lower incomes and wealth, people living with disabilities, English language learners and younger people.</p>
2	<p><b>Transparency about government decision-making is fundamental to successful public service.</b></p> <p><i>Purpose: Ensures accountability and works to build trust with the public.</i></p> <p>Transparency includes having timely information readily available for the public, sharing what decision was made, what informed a decision, who was engaged, and any trade-offs that were considered within the process.</p>
3	<p><b>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.</b></p> <p><i>Purpose: inform timelines, resources, goals and key audiences for engagement process.</i></p> <p>Application of this principle includes acknowledging history of systemic racism, identifying key audiences to involve in specific projects as well as adaptive timelines for projects. Applying equity tools in engagement processes benefits all community members by addressing the needs of those most highly impacted. It includes but is not limited to using Metro’s Strategic Plan to Advance Racial Equity, Diversity, and Inclusion, using Metro’s Racial Equity Framework, audience, power-mapping, and IAP2 spectrum of participation. These tools would be attached in the appendix of the updated public engagement guide.</p>
4	<p><b>Engagement and communications are accessible, informative, timely and inclusive of the rich diversity of lived experiences and perspectives across greater Portland.</b></p> <p><i>Purpose: create welcoming spaces for participants, meeting them where they are, move away from exclusionary power structures, and acknowledge that communities are not a monolith.</i></p> <p>This principle relates to how we meet with communities as well as how we communicate in a way that is relevant and responsive to the diverse lived experiences and perspectives. This includes but is not limited to people from across the region with unique cultural, language needs, people living with disabilities, businesses of varying sizes and young people.</p>
5	<p><b>Collaboration and capacity-building efforts with community-based organizations, groups and individuals that are impacted, underserved, or historically excluded are essential to address regional issues equitably.</b></p>

	<p><i>Purpose: Moves away from extractive/transactional relationships, reduces barriers to participation, increases participation by historically excluded residents, leads to better informed government decision-making, reduces burn-out in partners.</i></p> <p>Meaningful engagement with people and organizations that have been impacted, underserved, and excluded from government decision-making is important to restore past harms and build a more just future for future generations in collaboration with impacted communities. People see themselves represented.</p>
6	<p><b>Intergovernmental collaboration, coordination, and consultation are essential to address regional issues holistically and efficiently.</b></p> <p><i>Purpose: As a regional government, Metro can serve as a convener to connect people across greater Portland. This principle includes city, county, state, federal, and Tribal government partners.</i></p> <p>Honors the diversity in experience, needs and geographic connection of partner agencies and Tribal Nations and leverages the connections they already have to the communities they serve. Note that consultation with Tribal Nations is a unique relationship that is government to government and is different from engaging with urban indigenous populations.</p>
7	<p><b>Evaluation of engagement activities during and after a project facilitates growth and process improvement.</b></p> <p><i>Purpose: Improvement of practices, creates opportunities for shared learning, and ideally, uplifts community member voices in the process.</i></p>

## ATTACHMENTS

Attachment 1: PowerPoint of history of the evolution of the guiding principles

Attachment 2: Memo to Public Engagement Review Committee\_Approval

[For work session:]

- Is legislation required for Council action? ☒ Yes ☐ No
- If yes, is draft legislation attached? ☐ Yes ☒ No
- What other materials are you presenting today? [POWER POINT]