



Neighborhood and Community Engagement Commission August 23rd DRAFT Meeting Notes

Minneapolis Central Library

NCEC member attendees: Doron Clark, John Finlayson, Ed Newman, Matt Perry, Jeff Strand, Mark Hinds, Tessa Trepp-Wetjen, Maria Sarabia, Ali Warsame, Latrell Beamon, Christopher Hoffer, Carol Pass, Tony Anastasia, Kenneth Brown, Crystal Johnson and Marcea Mariani.

NCEC members absent: None.

Commission staff: Howard Blin, Robert Thompson and Cheyenne Erickson

Agenda item	Content
1. Introduction, Meeting notes & agenda (Action)	Action(s): <ul style="list-style-type: none">• <u>Consensus to approve</u> July meeting notes with one correction.• A Commissioner requested to add agenda item 2(A) to have a short review of the past year and possible options for the facilitation committee and to discuss what was learned in the past year with the current framework of the facilitation committee members.• <u>Commissioners voted 12-1, with four commissioners abstaining</u> to add agenda item 2(A) to the agenda.
2 (A & B). Short Review of the Past year and Election of Facilitation Committee (Discussion and Action)	Summary: <ul style="list-style-type: none">• 2(A): Short Review of the Past Year - The commission discussed the background of the facilitation committee and for the first year of the commission the facilitation team was comprised of two commissioners who worked in tandem and rotated each month. The commission decided that there were too many people in the rotations and it became difficult to learn people's styles. Then during the creation of the Bylaws it was decided to create the facilitation structure that the commission currently has. Commissioner Newman proposed a two person facilitation committee and to delay the elections until next month.• Discussion was held and some commissioners felt that there was a lot of work and it was necessary for four facilitators. Other commissioners felt that no one was in charge when there are four facilitators and that it would be more efficient with two facilitators.• <u>Commissioners reached consensus</u> to hold an election tonight, and create a Bylaws Task Force.• 2 (B): Election of the Facilitation Committee - The facilitator reviewed the election rules to elect four facilitators. The nominations were Commissioner Clark, Commissioner Strand, Commissioner Perry, Commissioner Sarabia, Commissioner Trepp-Wetjen and Commissioner Hoffer. Commissioners Perry and Sarabia declined. With four remaining nominations and no additional objections the four Facilitators are Commissioner Clark, Commissioner Strand, Commissioner Trepp-Wetjen and Commissioner Hoffer.• Commissioners also signed up to be a part of the group that will bring forth a charge and scope to establish a Bylaws Task Force, those commissioners were Commissioner Brown, Mariani, Newman, Pass, Johnson, Beamon and Strand.
3. CPP Review and Approval (Action)	Summary: <ul style="list-style-type: none">• Staff reviewed the memo.• Commissioners asked questions regarding the two CPP submissions for Logan Park Neighborhood Association and Concerned Citizens of Marshall Terrace (CCMT).

- A question was raised by a commissioner asking what the mechanism is to allow organizations to roll over funds into future years. Neighborhood and Community Relations staff suggested that the discussion be on a future Committee of the Whole meeting.
- A commissioner asked what \$6,000 dollars in the CCMT's budget for outreach meant. Staff responded that it could be used for revising websites, hiring translators, development and or training board members, etc.
- A commissioner that missed the last Committee of the Whole meeting ask how they could be informed of the outcomes of the discussion held. Staff has included notes from the Committee of the Whole meetings in the packets commissioners receive.
- A commissioner also asked how neighborhood organizations report their outcomes of their engagement efforts and asked if the commission will have input on their final reports. Staff responded and said that reporting is required in the guidelines and that most likely reporting will come out through Neighborhood Priority Plans.

Action(s):

Commissioners approved the staff recommendation by consensus

4. Neighborhood Program Framework
(Discussion)

Summary:

- Staff reviewed the background information and memo provided and there are three main drivers for revisions:
 1. Technical changes resulting from lessons learned and neighborhood organization feedback during the first year of the program.
 2. Principles recommended by the NCEC in response to the December 13, 2010 City Council "Equity Directive."
 3. Changes required to meet statutory requirements since NRP funds will be the funding source for the Community Participation Program in the 2012-2013 program years.
- The most significant impact on the Guidelines will be the requirement for real outcomes, based on the development of neighborhood action plans that are approved by a multi-jurisdictional Policy Board. The revised Guidelines should provide for development and implementation of such plans. For reference, please see the NRP Legal Sandbox document previously provided to Commissioners.
- Timelines: Draft Guidelines need to be completed by the September 2011 NCEC meeting to provide sufficient time for the City Attorney's Office to propose revisions the City's NRP ordinance. The NCEC should approve a final draft of the Guidelines during the October 2011 NCEC in order for the Guidelines to be approved by City Council in November 2011.
- Commissioners held a discussion regarding the revisions. There is a need for a CIF program to engage under represented groups. Non-NRP funds should be sought for this program.
- Neighborhood plans must reflect neighborhood needs and not merely serve as a means of reporting to the City.
- The message received from neighborhood organizations was to keep the guidelines simple and the funding stable.
- There is a need to end the first CPP funding cycle at the end of 2014 and it coincide with the city's fiscal calendars.

5. Task Force Reports (Discussion and Informational)

Summary:

- Communications Task Force – Commissioner Hinds gave background information about the NCEC Public Input Proposal. The commissioners held a discussion on whether or not there should be a time allotted for public to give input/address the commission during its meetings. A couple of the options discussed for us to consider where:
 - That we take testimony on a case by case basis
 - That we do this on a monthly or quarterly basis to promote open dialogue and so that we can be a place where people can voice their concerns.
 - One person raised the idea the public input time could be at the COW meetings
- The commission decided that the Task Force would update the proposal based on the discussion had tonight and if the task force can agree upon a final proposal they will bring it back at the August 2011 NCEC meeting.
- City Department Engagement Task Force – a proposal to amend the Task Force Charge to increase membership was presented and the commissioner reached consensus to approve the charge as amended.
- Commissioner Perry stepped down from the task force.
- The Task Force also agreed to send out a doodle to poll the Task Force for a new possible meeting date.