

**Neighborhood and Community Engagement Commission
Committee of the Whole
Wednesday November 13, 2013
Crown Roller Mill**

Unapproved Minutes

Commissioners Present: Jeff Strand, Ishmael Israel, Doron Clark, Saciido Shaie, Carol Pass A quorum was not present the meeting.

Staff Present: Howard Blin

The meeting was called to order at 6:00 PM.

Agenda

2. Approve Minutes of October 9, 2013 Committee of the Whole Meeting

The minutes were approved. It was noted that a quorum of members of the Committee of the Whole was not present at October 9th meeting.

3. Recap of October 9th 2013 Committee of the Whole Meeting

The recommendations which were developed at the October 9th meeting and presented to the full Commission on November 22nd were briefly reviewed. These recommendations are as follows.

- 1) The Program should begin in mid-2014 with the roll out of the program generally following the schedule proposed by staff.
- 2) There should be early consultation with neighborhood organizations regarding the structure of the program. To start this process the NCEC should hold four focus groups throughout the city, one for every two NCEC Districts. At least one month advance notice should be provided for these meetings.
- 3) The final guidelines should be available for a 60 day public review before they are finalized by the NCEC and presented to the City Council.
- 4) Achieving geographical balance throughout the city in should be a consideration in selecting projects for funding.

4. Community Innovation Program (CIF) Guidelines

Committee members discussed the process for involving neighborhood organizations in developing the program, including establishing the goals which would be recommended to the City Council. The Committee also reviewed the list of organizations identified in at the June CoW meeting. It was determined that specifically naming all organizations would be difficult.

MOTION Strand, SECOND Clark to recommend to the NCEC that the Commission solicit draft priorities from existing City goals and expectations, key department heads and neighborhood and community organizations. Motion carried.

The Committee discussed the amount of funding programed for the CIF. The funding projections show \$300,000 available for the 2014-2015 time period, then \$300,000 every two years through 2020. There was discussion at the October meeting whether to allocate \$150,000 each year or \$300,000 every two years.

MOTION Strand, SECOND Clark to recommend to the NCEC that the NCEC recommend to the City Council to allocate \$300,000 for the 2014-2015 period.
Motion carried

Clark left the meeting at 6:30 PM.

The Committee discussed the need to award grant on a geographical basis, perhaps one grant for each NCEC district.

The Committee discussed the number of meetings to be held with neighborhood organizations. At the October meeting, four meetings were recommended. It was determined that more meetings should be held. In addition fact sheets about the program should be distributed in advance so they are prepared to participate in the discussion. Staff should provide a web page with answers to frequently asked questions.

MOTION Strand, SECOND Shaie, to recommend to the NCEC that the outreach plan be revised to increase the number of meetings with neighborhoods from four focus group meetings to eight focus group meetings, with one meeting in each of the 8 NCEC districts.

The Committee discussed the need to involve cultural communities in the process. It was suggested that the NCR Access and Outreach team be involved in involving cultural communities.

It was determined that while the recipients of CIF funding will be neighborhood organizations, partnerships with cultural organizations should be encouraged. It was also suggested that the point system for evaluation funding applications be heavily weighted to projects submitted by neighborhood organizations that include collaboration with cultural groups. The NCR should develop a list of cultural organizations and groups for use by neighborhoods in considering collaborations.

MOTION Strand, SECOND Shaie, that the NCEC CoW recommends that NCR address diverse stakeholders including cultural community members, throughout the initial community engagement process for soliciting input for the Community Innovation Fund guidelines development process, including the appropriate prefatory context information. Motion carried.

It was suggested that NCR Staff investigate providing meeting agendas and minutes in Somali, Spanish and Hmong and report back to the NCEC.

The meeting adjourned at 7:15 PM.

Submitted by Howard Blin