

GR Participatory Budget Team
Meeting Agenda
MS Teams
3:00 to 5:00pm
October 14, 2021

- 1) Call to Order
 - a. Roll call
Present: Michael S, Pastor Hoskins, Bo Torres, Cailin, Doug B. , LaKiya
Absent: Lisa K. Kristin G.
- 2) Approval of Previous Meeting Minutes
- 3) City Team Updates -30 Minutes
 1. Doug Matthews would like 20 minutes in our meeting to discuss the direction for the submission platform. He is available from 3-4pm.
 - a. He has some options with pros and cons to discuss
 1. Social PinPoint- People can view and “like” ideas and comment or build on the idea (Texas website as example)
 1. Gives the idea
 2. Geography of the idea
 3. How much Support does it have
 2. Oakland has a similar website
 3. Public, does not allow for all submissions to be visible (transparency)
Comments: Like ability to comment and transparency
Cailin & Mallory will connect with Doug to finalize a draft.
 - b. We expect participants to have to register to engage
 - c. Need to determine direction between rank choice and knapsack voting (please be prepared with pros and cons, questions)
 - d. We expect solicitation of ideas need to be open with any platform option
 - e. **Need to move forward this week**
 2. Doug is prepared to discuss the process and budget for the engagement organizations with us as well.
 - a. Outline Deliverable as listed in 3a
 - b. RFP or RFQ Request for qualifications on 1,2,&3
 1. Could also run parallel microgrants
 2. Timeline -Call for submission by next week to avoid holidays
 3. Please review LaKiya’s draft (attached)
 - a. What we need from these partners 1) education and outreach for submissions 2) recruit budget delegates 3) get out the vote 4)Hosting & Staffing Voting sites
 - b. I suggest consider scheduling a training event for recruited partners so we are working towards a deadline
 4. I suggest we set the goal of November 15 for submissions to be live and do a press push the 10 days leading up
 5. Angelika:
Messaging and timeline.
Milestones: Partners(community/outreach), communicate clearly who our community can go to for information; will need a partner on this.
Funding Areas: Video or radio script that points out the power of doing this

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Branding of Power of PBGR and start that conversation. Community storytelling.
Rules of Engagement & Committee visibility: Who
Working with City Graphic Designer on visuals and highlighting traditionally marginalized communities.
PodCast Series: Possible option discussed with David G. , would be easy to produce that
Use of my skills: Open to dialogue on what she can support or if not .

- 4) Guest Presentations
 - i. NA

- 5) Old Business Category (Decisions and Work Done) –5 min
 - a. Committee Structure (**still need input from Kristian**)
 - i. Outreach & Engagement & Event Planning -Pastor Hoskins, Bo, Lisa
 1. Structure how this is done
 - ii. Communications -Lisa, Doug B.
 1. Community Orgs
 2. 3rd Party
 3. Key Objectives -Media, City Staff, Webpages, Social Media, Newsletters
 - iii. Measurement & Accountability – Mallory, Cailin
 - iv. Executive Committee – LaKiya & Michael
 - b. Ward Specific Stakeholders List
 - i. Share/brainstorm lists
 1. Compile master list with email-Mallory to create google doc
 2. Data: Calvin (Michael), KConnect (Bo), Johnson Center (Mallory), Commissioners (All)
 - c. Communications Plan Draft continuation
 - d. Stacy Stout discussion

- 6) New Business - 30 min
 - a. Finalize decisions from Doug
 - b. Executive Committee
 - i. Implement plan draft comments
 - ii. Engagement Budget Draft finalization
 - iii. Recommended mobile voting sites- done by organizations
 - c. Outreach, Engagement & Event Planning
 - i. Event coverage/support across team.
 - ii. (From Lisa) Nervous about getting the word out to educate people what is coming. Outdoor events? Partner with existing outdoor events? 49507 project, GRAAAMF, Library events and DGRI events, Confluence and Art Prize
 - d. Communications
 - i. Distribution plan for flyers.
 - ii. (From Lisa) Update website/media releases to provide information out to the community about PBC and how people were chosen, its purpose and what we

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are looking to do, and publicize access to this information through existing city channels and additional ones? GR Times, radio spots, door hangers, etc

- e. Measurement & Accountability Committee
 - i. Measure how well we are engaging people
 - ii. Presented Application questions drafted based on Neighborhood match fund.
 - 1. First few questions are qualifiers: 13 yrs & Resident of GR
 - 2. Idea category submission & asks if you had assistance filling this out
 - 3. How does our project meet our goal & mission statement-
 - 4. Question:
Qualifications for Delegate and who selects them: Yes, should have why do you want this position, and what qualifies you to serve.
Project Submission: Person submitting an idea, should live in the Ward
Application Submission: What mediums can be used? Video, paper, online form?
Multi-Ward Idea: How do we pull those funds from the various wards?
Metrics: Gender, age, ethnicity, what others do we want to ID?
Sexual Orientation, Historically brought up ideas, Language, How long you lived in the City.

7) Committee Breakout (~45 min)

8) Committee Report (10 min)

- a. Executive Committee
- b. Outreach, Engagement & Event Planning
- c. Communications
- d. Measurement and Accountability

9) Action Items

- a. Executive Committee
 - i. Finalize RFQ
 - ii. Send out Plan comments
- b. Outreach, Engagement & Event Planning
 - i. RFQ -Need to ID 12 organization for RFQ
Neighborhood Associations-strategic, Umbrella Organizations, NOFs
- c. Communications(Lisa & Doug B.)
 - i. Message & List approved RE: sign up & awareness- get out by Thurs.
 - ii. Timeline for communication
 - iii. Tagging Organizations
- d. Measurement & Accountability Committee
 - i. RFQ finalized by Thursday
- e. All
 - i. Provide feedback to Angelika's email
 - ii. Revisit Mallory's spreadsheet of stakeholders

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10) Adjourn