

# Hillsboro 2020 Vision Implementation Committee 2003-2004

Tuesday, May 25, 2004  
6:00 p.m. – 8:00 p.m.  
Washington County Public Services Building

## VIC MEETING #4 SUMMARY

### Members Present

John Coulter, Chair  
Pastor Tim Huber, Vice Chair  
Mary Brown  
Steve Callaway  
Paul Danko  
Craig Dye  
Tim Erwert  
John Godsey  
Armando Gutierrez  
John Hartner  
Marilynn Helzerman  
Shirley Huffman  
Darell Lumaco  
Jimi Smith  
Tom Wolf

### Staff / Consultants / Presenters

Sarah Jo Chaplen, City of Hillsboro  
Rene Heade, City of Hillsboro  
Erik Jensen, City of Hillsboro  
Lt. John Schmerber, City of Hillsboro  
Chief Gary Seidel, City of Hillsboro  
Michele Neary, Barney & Worth  
Jason Robertson, Barney & Worth  
Steven Ames, Steven Ames Planning  
Shannon Burley, Hillsboro Chamber  
Deanna Palm, Hillsboro Chamber  
Dana Schmidling, Hillsboro Chamber

### Meeting Summary

#### 1. Welcome Announcements

Vision Implementation Committee (VIC) Chair John Coulter called the meeting to order, and led introductions.

#### 2. Town Hall Debrief

Coulter asked for VIC feedback on the 2004 Hillsboro 2020 Annual Town Hall.

- I thought the Hillsboro Arts Center venue was lovely; divine. People who hadn't seen it appreciated being there.
- I thought the play was too long, unfortunately. It took too much time, and made the meeting go too long. I loved having the kids involved.
- I liked the entertainment – Ring of Fire, and the play. However, I thought it was unclear when people were supposed to go in and sit down. Maybe we could have done a better job herding people inside.
- As I was going downstairs, other people were going upstairs.

- It was too crowded to get in, people were standing at the back, and so some could not get by and sit down.
- People weren't sure what they needed to take with them; or whether they should go downstairs when the meeting began.
- The passport stamps were a wonderful circulation mechanism; I didn't feel disconnected being stationed upstairs. I got 30-second opportunities to talk with people about the school district.
- I think we did a good job in offering several ways for people to learn about the Hillsboro 2020 Vision.
- There were quite a few new participants. The crowd continues to grow each year, and in that we are successful.
- It was a nice forum for Lead Partners to connect with the community.
- I was part of one of a number of people setting up. I think that went really well. I wasn't aware of any crises; everything seemed planned out.
- I thought the organization of the volunteers was good.

Coulter thanked the Town Hall Committee and Hillsboro Chamber of Commerce for the work that they did. He said any additional thoughts or ideas should be directed to Erik Jensen, City of Hillsboro Project Manager.

### 3. Chamber's Hillsboro 2020 Volunteer Program

Deanna Palm, Executive Director, Hillsboro Chamber of Commerce, made a brief presentation on the Hillsboro 2020 Volunteer Program. The Chamber was asked to create an affordable, seamless process to connect volunteers to projects and programs related to the Hillsboro 2020 Vision and Action Plan. She said process steps included organizing the scope of the work, contacting Lead Partners and volunteers; publicizing opportunities and forwarding volunteer information to Lead Partners. She demonstrated the Hillsboro 2020 Volunteers database and explained how it operates. VIC members comments and questions are summarized below:

- **Question:** How many volunteers are in the database now? **Response:** 21 total people in the database. The database is set up; and now we're ready for volunteers to come to us. We need to keep reminding our Lead Partners to tell us what volunteer opportunities are available.
- **Question:** Are you advertising that there are volunteer opportunities available? **Response:** Yes, but recruitment is carried out by the VIC.
- One aspect where other volunteer databases fail is the follow-up; your follow-up process will help generate more volunteers.

- **Question:** Say you have 200 people in the database and an organization or group with no tie to Hillsboro 2020 needs some help from volunteers to do a task....could that organization come to the Chamber and, through the database, get some names of people who might be willing to do that task? **Response:** The key is having a volunteer activity that relates to Hillsboro 2020. The volunteer opportunity form the Chamber provides requires each organization indicate which *Hillsboro 2020* strategies or actions would be addressed. However, prospective volunteers may still link-up with other organizations through another Chamber program, VolunteerMatch.org.
- **Question:** Do we get more branding for Hillsboro 2020 through the volunteer program? Does the volunteer and the Lead Partner know that they are working on behalf of Hillsboro 2020? **Response:** Yes, they know they are helping to implement a Hillsboro 2020 action.
- **Question:** Have you had any volunteers that have brought a pleasant surprise in the skill level to one of these Lead Partners? **Response:** Our communication is really setting them up with the Lead Partners; they are the ones who would see how the volunteer worked out.
- This database exceeded my expectations in terms of follow-through and organization. I really like that the database is customized for the Hillsboro 2020 Volunteer Program.

#### 4. VIC Participation in Year 5 Outreach Planning

Coulter reported that the City of Hillsboro Budget Committee approved the 2004-2005 City budget which includes funding for the proposed Year 5 Review of New Strategy Ideas. The City Council will consider the adoption of the budget in June. He said the VIC would have a short window of time to set up the process, with the goal of beginning community outreach by September. He said the current plan was to ensure new strategy ideas are brought to the VIC for review sometime next spring.

Over the course of the next 2-3 weeks, staff will be developing a Request for Proposals and asking consultants to outline a specific outreach program. He said next year's work program will combine the normal VIC program and the review of new strategy ideas. Coulter said he hoped consultant interviews would be completed by mid-July so that the successful proposer could develop the program over the summer and begin implementation following the first VIC meeting. He asked if the VIC would be comfortable with the Steering Committee reviewing and approving the work plan, given the short time frame. The VIC approved this approach.

Coulter then asked VIC members if they had any final comments for staff or questions about their role in next year's program. Comments and questions are summarized below:

- **Question:** Is this the setting where we talk about the advantages/disadvantages of having the same consultant do both portions of the project? **Response:** We had that conversation earlier, and because of the amount of overlap between the two portions, the decision was made to combine the regular VIC work and the Strategy Review process in one Request for Proposals.

- **Question:** Should we expect to have more than the normal number of meetings next year? The effort to get these ideas out won't happen through osmosis. Won't we need to contribute time outside of VIC meetings to review new ideas?  
**Response:** We're not certain yet, but I would anticipate there may be involvement with work groups, speaking to the community and other types of outreach programs. The VIC has to get into the community. If we are capable of spreading the wealth, we can get a lot of outreach done. This is our opportunity to find out how the Hillsboro 2020 Vision is working in the community.
- **Question:** Will the review process be done in time for the next Town Hall?  
**Response:** The consultant will need to address how to fit the Town Hall into the picture; we'll be looking for a timeline. We will need to have a two-way discussion between the VIC and the community.
- This is an opportunity to let people know about the Vision project and to get involved. It's also an opportunity to find out what new concerns or priorities have emerged over the last several years.
- There are so many new people in the community since 1998, and now they will have an opportunity to contribute to the Vision.

Coulter encouraged VIC members to share any additional ideas regarding the proposed strategy review process with Erik Jensen at their earliest convenience.

## 5. Review of Annual Progress Report

Jason Robertson, Barney & Worth, reviewed highlights from the Annual Progress Report and asked the VIC for feedback. Comments and suggestions are outlined below:

- **Question:** Our cover letter is dated in June. Won't it be submitted in July?  
**Response:** The letter should be dated July.
- **Question:** On page 3, is it worth noting where the Town Hall was held?  
**Response:** We go into detail later in the report; however, the venue may also be added here.
- Erik Jensen distributed a letter regarding revised language for TVTV's Vision Action #39.1.
- Suggestions: Put quotation marks around "English as a Second Language" under the VIC Recommendations (page 9). The VIC approved the change.
- Erik Jensen completed follow-up with lead partners (page 12) and provided an update.
  - Correction on page 13: 4<sup>th</sup> bullet point, "built" instead of "build".
  - Correction on page 13: 2<sup>nd</sup> bullet point: "Town Theater", not "Town Hall Theater".
- Acknowledgments: E-mail to Jason Robertson any individuals or organizations who have helped this year, but are not currently listed in the Acknowledgements section of the report.
- It's a good sign how many people are participating in the Vision 2020 project!

Robertson said the Annual Progress Report would be submitted for review by Council at their June 15 work session, and for final approval at the July 6 City Council Session (7 PM). He encouraged VIC members to attend.

## **6. Chair's Award**

John Coulter presented the VIC Chair's Award to Tim Erwert, City of Hillsboro City Manager, for his outstanding contribution to the VIC; helping promote Vision 2020 throughout the Committee and our community; going above and beyond the call of the Committee's charge; and helping to make the Vision what it is today. He said Hillsboro 2020 would not be nearly as successful as it has been without Mr. Erwert's leadership.

## **7. Public Comment**

Coulter invited comments from the audience:

- I want to thank all of you for doing such a great job. I'm probably the only one here who doesn't have a computer; I like that personal communication.
- We have an affordable housing property and other units in the County. We're getting ready to take over two other properties. Our former executive director was involved in the earlier stages in the planning; we'd like to get back in the group and offer outreach to the Latino community. We've been working with our residents for years and can help make them comfortable in participating.

## **8. Other Items**

Marilynn Helzerman thanked Chair John Coulter for a great job this year. Coulter said he is excited about the upcoming year and looking forward to connecting with the community.