

# Hillsboro 2020 Vision Implementation Committee 2005-2006

Thursday, November 10, 2005  
6:00 p.m. – 8:00 p.m.  
Hillsboro Civic Center, Room 113C

## MEETING #1 SUMMARY

### Members Present:

John Coulter, Chair  
Tim Huber, Vice Chair  
Olga Acuña  
Sheri Badzik  
Linda Bainbridge  
Steve Callaway  
Joe Gall  
John Hartner  
Marilynn Helzerman  
Councilor Doug Johnson  
Bernie Kuehn  
Darell Lumaco  
Jeff Nelson  
Deanna Palm  
Karen Shawcross  
Jimi Smith  
Brian Vaughn  
Pat Willis  
Tom Wolf

### Staff / Consultants

Elizabeth Bechok, City of Hillsboro  
Rene Heade, City of Hillsboro  
Erik Jensen, City of Hillsboro  
Michele Neary, Barney & Worth  
Jason Robertson, Barney & Worth

### Members Absent

Catherine Crooker  
Paul Danko  
Tim Erwert  
John Godsey  
John Hartner  
Jaime Miranda

### MEETING SUMMARY:

#### **1. Welcome / Announcements**

Vision Implementation Committee (VIC) Chair John Coulter called the meeting to order, and introduced Jason Robertson, Barney & Worth, consultant team lead. Robertson led VIC introductions, asking members to identify what they found unique or special about Hillsboro.

#### **2. Recap of 2004-2005 Strategy Review Process**

Erik Jensen provided a recap of the Strategy Review Process. Presentation highlights included:

- The Strategy Review process included an intensive community outreach effort, to ensure new ideas were sought and tested as broadly and intensively as the original set of Hillsboro 2020 strategies and actions. Outcomes included three new strategies and 33 new actions. New action ideas included off-leash dog areas, RV parks, "Day of Service", winter celebration event, 10<sup>th</sup> Avenue "public place", and independent/fine arts/foreign film events.

- The Vision Implementation Committee was reorganized to include lead partners with two or more actions, with each serving a three-year term. The Steering Committee was streamlined to include 7 members.
- Over 2000 citizens participated in the 2004-05 process. Citizens participated through newsletter surveys, online surveys, and the Town Hall (which had record attendance of over 350 people). An increasing number of Hillsboro's Latino Community participated in a range of Hillsboro 2020 events over the 2004-2005 program year.
- The *Hillsboro 2020 Vision and Action Plan* was revised in July 2005, and will be available soon. The updated document will have a blue cover, to help distinguish it from the original "green book".

### 3. Review 2005-2006 Work Program

The proposed VIC schedule and work plan was presented by Robertson and approved by the VIC. There will be three VIC meetings and two Steering Committee meetings over the 2005-2006 work year. The Annual Hillsboro 2020 Town Hall is scheduled to take place April 19, 2006.

### 4. Communication and Outreach

#### Lead Partner Survey

Robertson presented several updates to the annual Lead Partner Survey and Cover Letter. He said the survey would be distributed on or about December 5, with responses due no later than January 13, 2006. Subsequent VIC questions and discussion included:

*Question:* Do all Lead Partners have the information about new actions to which they have been assigned? *Response:* Yes, they have that information, but will receive it again in the packet.

*Question:* Is it possible to pre-fill out the action number and title for the Lead Partner organization? Our organization would prefer to have it e-mailed so the survey could be filled out electronically. *Response:* Yes.

*Question:* On page 1, question 2, if a Lead Partner says "Yes" to a Speakers Bureau presentation, shouldn't we ask them for a good date. *Response:* This will be done.

*Question:* Giving respondents too much time to fill out a survey may give them time to lose track of it. *Response:* We will follow-up with Lead Partners, personally, and make sure they get the surveys in on time. One reason so much time is allowed is to allow organizations with multiple actions needed turn-around time to get feedback from within their organizations.

Committee members were given one week to review the Lead Partner letter and survey, and respond to Robertson with comments by Thursday, November 17. These documents will be mailed to Lead Partners, accompanied by the revised Action Plan document.

#### Speakers Bureau

Robertson said the 2005-2006 Speakers Bureau program was under development and asked the VIC to suggest potential audiences. A summary of ideas presented:

- High schools: government, civic courses; key club; leadership club; programs with community service requirements
- Oregon Graduate Institute

- Oregon Health Sciences University
- Port of Portland
- Portland Community College
- Hillsboro 2020 Lead Partners
- City Boards and Commissions
- Youth Groups: Boy/Girl Scouts, Campfire Girls
- Legal Community
- Downtown Business Association
- Cultural/Community Arts Groups
- Media: Argus, Oregonian
- Neighborhood Associations and CPOs
- Pacific University community – building an outreach school and medical campus in Hillsboro
- New businesses: Yahoo, Sun Microsystems, and others
- Kaiser Permanente – building new hospital facilities
- Westside Economic Alliance
- Business managers – “Streets of Tanasbourne” shopping area
- Service organizations: JCs, Rotary, Kiwanis
- Business parks
- Senior Center
- Church groups
- M&M Swap Meet
- Chamber Leadership Class (completed)

Robertson said that the VIC would like to schedule a Speakers Bureau training session for Thursday, December 8, 6-8 PM. Several questions were posed by VIC members:

*Question:* If a VIC member has already done several Speakers Bureau presentations, is there a need to come to the training? *Response:* All VIC members are encouraged to attend. Those that are unable to attend should plan to make alternative arrangements to obtain presentation materials and learn about presentation updates. “Veteran” VIC members can also help new members identify common questions and suggest helpful presentation tips.

*Question:* I would like to tag along with someone who has done one and be the second partner, so I know the routine before doing a presentation solo. *Response:* “Tag Teams” are encouraged and we are happy to schedule presentations for two wherever desired.

*Question:* Is there any information from the Town Hall sign-in sheet that might identify potential organizations that can be added to the Speakers Bureau list? *Response:* No, the sign-in sheet did not ask for organization information.

Coulter asked the VIC to e-mail Robertson prior to December 8 with additional ideas for the Speakers Bureau audience list. The goal to complete about 20 presentations this year. Robertson mentioned the Latino Outreach Advisory Committee, chaired by Olga Acuña, will continue assisting with Latino outreach this year.

## **SUB-COMMITTEES**

Coulter asked VIC members to sign up for at least one sub-committee. A sign-up sheet was circulated.

### **5. Town Hall Planning Sub-Committee**

Rene Heade asked the VIC to let her know right away if there are any conflicts with the proposed Wednesday, April 19, 2006 date, from 5:30 to 8:30 p.m. She said the Town Hall sub-committee

is responsible for identifying a presentation theme, format and marketing program. They also solicit door prizes, and help with set-up and take-down and running the program. Coulter reminded the VIC that it is important that every member attend the Town Hall. He said VIC member Paul Danko had agreed to Chair the Town Hall Planning Sub-committee this year.

#### **6. Hillsboro 2020 Float Sub-Committee**

Coulter outlined a new initiative: The Hillsboro 2020 Float Sub-committee will be responsible for assembling a float for the 4<sup>th</sup> of July parade in Hillsboro. The sub-committee will develop a concept and theme related to Hillsboro 2020. Coulter said float “infrastructure” will be donated by Fisher Farms, and VIC Vice-Chair, Tim Huber, had agreed to Chair the committee.

#### **7. Lead Partner Assistance Sub-Committee**

John Coulter said another new sub-committee would be formed to assist Lead Partners with actions which are still underway or not started. This might include help identifying technical or financial resources, or otherwise troubleshooting impediments to action implementation. A Chair will be identified later by Coulter

Coulter thanked VIC members for signing-up for sub-committees and reminded the group that sub-committee membership was not limited to VIC members, and volunteer help is welcome in every instance.

#### **8. Other Items**

- Heade said the VIC received and approved a request for a Letter of Support for a DLCD Technical Assistance Grant application. The project would help implement several Downtown-related actions, and foster several arts and culture-related actions as well. Robertson reminded members that the VIC considers requests for support that directly relate to stated objectives in the *Hillsboro 2020 Vision and Action Plan*.
- Heade distributed the updated 2005-06 Vision Implementation Committee roster.
- Jensen identified members of the Latino Outreach Advisory Committee (LOAC).
- Jensen said that the VIC will continue its partnership with the Chamber on the Hillsboro 2020 Volunteer Program. Lead Partners can contact the Chamber regarding Hillsboro 2020 volunteer opportunities; there is also a link on the Hillsboro 2020 website.
- Jensen said the International Association for Public Participation held their conference in Portland this year, which included a tour of the new Civic Center.
- The Hillsboro 2020 website ([www.hillsboro2020.org](http://www.hillsboro2020.org)) will be updated with meeting summaries and materials as they become available.

#### **DATES FOR THE VIC CALENDAR:**

- Speakers Bureau training session: 6:00-8:00 p.m. December 8, 2005
- Next VIC meeting: 6:00-8:00 p.m. February 15, 2006.
- Proposed Town Hall date: 5:30-8:30 p.m. Wednesday, April 19, 2006.

#### **9. Public Comment**

- *Audience Member:* Hillsboro is our town – not the Mayor’s town or the City Council’s town – I was part of the Vision process when it started, and am glad to see it is still going forward.