

OFFICE OF COMMUNITY INVOLVEMENT

(Ord. 1267, Added, 01/13/2019)

§ 25.810- OFFICE ESTABLISHED.

An Office of Community Involvement is established. The Director of the Office of Community Involvement reports directly to the Chair.

§ 25.820 DUTIES.

The Director will:

(A) Plan, implement and coordinate community involvement programs that encourage communication between the community, the Community Involvement Committee (“CIC”), and county officials.

(B) Provide overall strategic direction for community involvement efforts.

(C) Maintain staffing resources to provide clerical and technical support to the Community Involvement Committee and create a transparent public process for the committee by posting notice of meetings and meeting agendas, taking meeting minutes, and recording meetings. Staff will develop bylaws, policies and procedures to address the CIC’s conduct of business, responsibilities of membership, and other organizational issues. Hiring and firing of Committee staffing resources will be conducted in accordance with County personnel rules, Code, Charter, and in accordance with law.

(D) Accept applications for the Charter Review Committee as outlined in Multnomah County Charter, 12.40 – Appointment of Committee Members.

(E) Manage contractors and other Office of Community Involvement staff, budget and compliance.

(F) Provide regular updates to the Board.

§ 25.830 COOPERATION WITH THE OFFICE OF COMMUNITY INVOLVEMENT.

(A) All county officials and their staffs will cooperate in providing information as requested by the Office of Community Involvement.

(B) All county departments and divisions of county government will cooperate in providing information as requested by the Office of Community Involvement.

(C) The Chair will place Community Involvement Committee presentations on the Board’s informal or formal agenda annually, or as requested by the Community Involvement Committee.