

**CBAC Improvement Briefing  
to the  
Multnomah County  
Board of County Commissioners  
September 24, 2024**

Presented by: *Office of Community Involvement*

Stephan Herrera (he/him)

*Interim Director*

*Senior Policy Advisor, Safety Net Services*

**&**

Cathy Sherick (she/hers)

*Policy & Training Coordinator*

# Agenda

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- Intros & Invited Guests
- Context Setting
- Key Themes & Findings
- Overview of Process
- CBAC Improvement Workgroup
- Proposed Improvement Recommendations & Timeline
- Q & A
- Close



# Introductions & Openings

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Office of Community Involvement



## Office of Community Involvement Staff

- Stephan Herrera, *Interim Director*
- Cathy Sherick, *Policy & Training Coordinator*
- KellyAnn Cameron, *Community Involvement Committee Coordinator*

## Message from Multnomah County District 2 Commissioner Beason

### Message from Central CBAC Members

- Conrad Hulen (in-person)
- [Madison Riethman](#) (video)



# Introductions & Openings

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Message from Central CBAC Member, [Madison Riethman](#)



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# Context Setting

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## What are Community Advisory Budget Advisory Committees?

Community Advisory Budget Advisory Committees, (CBAC) are groups of community members that review and recommend County departmental budgets.

CBACs are a key way the county receives community input on its budget priorities.



# Context Setting

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## What are the current CBAC challenges?

- Compressed budget timelines,
- Recruitment concerns, and
- CBACs being out of compliance due to low membership numbers.



# Context Setting

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**Jesse Beason, Multnomah County Commissioner, District 2**

## Office of Community Engagement Budget Note

- A clear and concise meeting calendar for each departmental CBAC and the Central CBAC, which takes into account major budget milestones, including the November General Fund forecast, departmental budget submission deadline in February, and finalization of executive decisions;
- The manner in which these recommended changes will be implemented, including a timeline; and
- Recommendations for identifying and addressing conflicts of interest that may arise during a member's CBAC tenure.



# Key Themes

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- **What is the purpose of CBACs and the scope of work?**
- **How can the CBAC structures and processes be more effective?**
- **What are the onboarding and training needs of community volunteers?**
- **What is the impact of this work?**





# Process Overview

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## **Phase 1 - Assess** (*July 2024 - August 2024*)

- CBAC Member Listening Sessions
- CBAC Coordinator Listening Sessions
- Meetings with District Offices
- 1:1s with CBAC Coordinators
- Presentation to Exec Council

## **Phase 2 - Collaborate** (*September 2024*)

- Compile & Organize Findings
- Identify Priority Tasks
- Assemble & Convene CBAC Improvement Workgroup
- Draft, Develop, & Refine Improvement Recommendations
- Present to BOCC 9/24

## **Phase 3 - Implement, Evaluate, & Refine** (*ongoing*)



# CBAC Improvement Workgroup Members

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## Central CBAC Members

- **Madison Riethman**, Library CBAC and Central CBAC Member
- **Conrad Hulan**, DCA CBAC and Central CBAC Member

## CBAC Coordinators

- **Maddelyn High**, Management Analyst, Director's Office, Multnomah County Library
- **Tahira Rivera**, Management Analyst, Director's Office, Department of County Human Services

## District Offices

- **District 1 - Cristiana Nieves**, Policy Director
- **District 2 - Adam Renon**, Policy Director
- **District 4 - Jennifer Lewis**, Communications and Constituent Affairs

## County Staff

- **Christian Elkin**, County Budget Director
- **Jenny Smith**, Chief of Staff, Chair's Office (*ad hoc*)
- **Jenny Madkour**, County Attorney (*ad hoc*)



## Summary of Proposed Recommendations & Timeline *(1 of 3)*

- **Fall 2024:** The Board reviews and provides feedback to the 2024-25-26 CBAC Calendar and work plan.
- **Fall 2024:** The Board reviews the proposed (future) Code changes that include addressing Conflict of Interest, to be brought to the board for adoption.



## Summary of Proposed Recommendations & Timeline *(2 of 3)*

- **Winter to Spring 2025:** The Central CBAC operates during the 2024 - 25 budget cycle, but does not produce a report. This allows for adequate time and capacity to: gain compliance, provide appropriate training and implement a more cohesive structure and functionality for the Central CBAC.



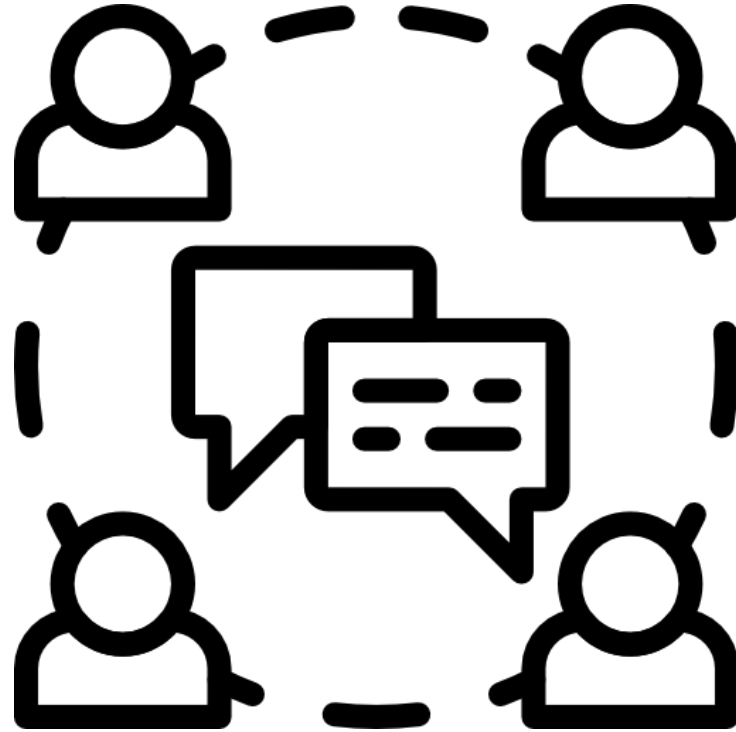
## **Summary of Proposed Recommendations & Timeline** *(3 of 3)*

- **Fall 2024 - 26** The Office of Community Involvement will partner with the central budget office and departments to engage community budget advisory committees earlier in the budget process and provide them with information sooner, so their comments have more time to be addressed with the release of the Chair's proposed budget.
- **Fall 2024- 26** The Office of Community Involvement will partner with Auditor, the Central Budget Office, and the Office of Diversity and Equity to develop, coordinate, and present a training calendar for CBAC members



# Questions & Discussion

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# Closing

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**THANK  
YOU!!**

