



N/NE Community Development Initiative Oversight Committee Meeting – July 19, 2017

New Song Community Center ~ 220 NE Russell Avenue ~ 6:00 p.m.

Members present: Chair Irene Minnieweather, Oscar Arana, Michael Davis, Jennifer Huang, Randy Mattson, Shannon Olive, Leesha Posey, Maurice Rahming, Chonitia Smith

Members not present: Vicki Guinn, Dorcie Johnson, Khanh Le, Karis Stoudamire-Phillips, Karen Ward, and Haben Woldu

Prosper Portland Staff Present: Kimberly Branam, Bobby Lee, Tory Campbell, Sue Lewis, Kimberly Moreland, Amanda Park, Yvonne Lu

Summary of action Items:

- Andrea Matthiessen, Housing Access and Retention Manager, could not attend the July meeting, but offered updates to the previously presented and requested information about the ADU Pilot Program and data discussed at the last Oversight Committee(OSC) meeting:
 - Preference Policy update: The PHB Preference Policy for Prosper Portland homeownership will open in approximately 3 months
 - PHB has had 1 applicant for Prosper Portland home repair funds, with 82% MFI
 - PHB anticipates City Council will approve the Accessory Dwelling Unit (ADU) Pilot Program in early August
 - PHB will bring back additional data on the number of low-income homeowners by neighborhood at the August OSC Meeting
- Information was requested regarding the geographic and demographic information of those who applied and who were approved or denied the grants/loans within the N/NE CDI funding programs. Kim and Yvonne will bring the data at the August OSC meeting.
- Kim Moreland presented and discussed the progress report that was sent out prior to the meeting:
 - Feedback: How do the funding sources and categories connect back to the 2015-2020 Strategic Plan?
 - Action: Kim Moreland will update the progress report with how the programs connect to the Strategic Plan.
- Sue Lewis, Prosper Portland manager of the Prosperity Investment Program (PIP), joined the meeting to give a broad overview of the PIP application process and the statistics of who were served in Fiscal Year 2016-2017.
- The first Cultural Business Hub subcommittee will be meeting **Thursday, July 27th from 5-6:30pm** at the Prosper Portland office. Members of the Cultural Business Hub subcommittee will select a development team and help define the scope of the work. Subcommittee members will report back to the larger group on the key decision made at the subcommittee meeting.
- Kim Moreland and Irene Minnieweather conducted a general check in with the committee:
 - Do you have any questions about what you have heard so far?
 - Feedback: committee members would like to be involved with community outreach, sharing information, connecting with community services. Can the committee get a timeline for the distribution of funds?
 - Action: Create a Community Outreach Subcommittee. Any interested members wanting to join, please email Kim (morelandk@prosperportland.us) and Yvonne (luy@prosperportland.us)
 - Action: Kim and Yvonne will provide a timeline of all of the program deadlines and execution dates prior to, or at, the August meeting.
 - Are you clear on your roles and responsibilities? Are there too many meetings?
 - Feedback: Not clear on the roles and responsibilities. What are we overseeing? We gain information by being in subcommittees, reduce frequency of monthly meetings; would like to be able to obtain updates at bimonthly meetings.

- Action: gather feedback from OSC members that were not in attendance at July's meeting regarding reducing the number of larger OSC meetings to either every other month or quarterly
 - On a scale of 1 to 10, how do you feel the OSC meetings have met your expectations?
 - Feedback: 7.9
 - How can we do things better?
 - Feedback: look into additional funding, look into timelines on grants/loans, make changes to guidelines and provide info on a quarterly basis, subcommittee to provide monthly update via email to the OSC, deeper dive into the workforce component
- Next meeting will be Wednesday, August 23rd from 6:00-7:30pm, location TBD.

Meeting adjourned at 7:40pm.