



NATIONAL POLICY CONSENSUS CENTER
Hatfield School Of Government

MEMORANDUM

Date: Nov. 1, 2011
To: Curry County Vice-Chair David Itzen
From: Wendy Willis and John Hummel, National Policy Consensus Center / Oregon Consensus
Subject: Curry County Citizens Advisory Committee - Scope of Work

Background:

Curry County predicts that without dramatic changes to their current fiscal revenue and expenditure model, they will be required to end essential services by the end of 2012. This is predicted even with the passage of the proposed federal legislation aimed at aiding distressed counties. As a result of requests to Governor John Kitzhaber, Oregon Consensus has agreed to assist with the convening of the Curry County Citizens Advisory Committee. The Citizens Advisory Committee will initiate a community fact finding process to explore options to address the County's impending financial crisis and to make recommendations to the Board on how to achieve fiscal solvency and stability.

During the summer of 2011, Oregon Solutions, led by Neil Obringer, analyzed the fiscal conditions of Curry County and outlined possible approaches for moving forward. The report, "A review of Conditions in Curry County, Oregon", was issued on Aug. 8, 2011. The report suggested that a community conversation/public education process along with the establishment of priorities focused on a budgeting process would be of value in moving forward in the development of solutions. Potential processes were identified to develop a community dialogue centered on the prioritization of spending and the nature of the community challenges.

Role of Curry County and the Citizens Advisory Committee:

Curry County, with the assistance of Oregon Consensus, will appoint the members of the Citizens Advisory Committee based on achieving a diverse cross section of interests within the County. Curry County will provide administrative support to the Committee, including the coordination of meeting space.

Curry County and Oregon Consensus will work together to identify potential technical assistance or funding for technical assistance for the analysis of fiscal options.

The objectives of the Citizens Advisory Committee are to provide a process for engaging the community in a conversation about: current fiscal realities; priorities for County services; and, the identification of solutions for long term fiscal sustainability. Stakeholder participation and buy-in to the process will be essential in order for the proposed solutions to be adopted or instituted.

Role of Oregon Consensus:

Oregon Consensus shall provide facilitation services for 3 to 4 meetings of the Citizen Advisory Committee. Oregon Consensus will be available to consult on the process as it proceeds.

At the Governor's request, Oregon Consensus (OC) developed this scope of work (SOW) and commitment to facilitating the Citizen Advisory Committee's process. OC, a program of the National Policy Consensus Center at Portland State University, is Oregon's official program for public policy consensus building. OC provides assessment, consensus building, facilitation, mediation and other alternative dispute resolution services to public entities and their stakeholders throughout Oregon. OC's mission is to promote effective and collaborative approaches for public decision-making in the state. OC offers state agencies, local governments and the public a neutral forum and neutral services in support of collaborative governance.

This memo describes the services that OC would provide to the Citizen Advisory Committee during its community fact finding process to explore options to address the County's impending financial crisis.

Process Recommendations and Services to be Provided:

- Working in conjunction with the Citizen Advisory Committee co-chairs, OC will convene and facilitate the initial Citizen Advisory Committee meeting. At this meeting, the Citizen Advisory Committee would: confirm the goals and objectives of the Citizen Advisory Committee, share information on the current financial position; prioritize county service; and, develop a plan for soliciting ideas to address fiscal sustainability for further analysis. Determine time and locations for meetings.
- The second meeting, or series of meetings, would report on the ideas received in the interim, gather additional ideas from participants, and prioritize the merits of the proposals.
- The third meeting would be to review and accept the proposals to advance; and, develop strategies for implementation.
- The possible fourth meeting would be to evaluate progress and determine where additional work is needed to advance the accepted proposals.

Deliverables:

- Convening and facilitation services for three or four Citizen Advisory Committee meetings and communicate with Committee leadership as necessary.

Please contact Michael Mills at michael.p.mills@pdx.edu or at 503-725-9971 if you have questions or need additional information.

OC. 2of2. 10/31/11

I:\Staff\NPCC\Oregon Consensus\aaProjects Current\Curry County Citizen's Committee\Scope of Work Template.11.01.11