



*A place where families and businesses thrive.*

**CITY OF FOREST GROVE  
SUSTAINABILITY COMMISSION  
COMMUNITY AUDITORIUM  
CONFERENCE ROOM**

**THURSDAY, NOVEMBER 21, 2019 – 6:00 P.M.**

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**MEETING MINUTES Approved by Commission on 12/12/19.**

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**CALL TO ORDER: Chair Nieves called the meeting to order at 6:04 PM.**

**Sustainability Commission Present:**

Fallon Harris	Johanna Peeters Weem
Lilly Meek	Robin Lindsley
Tabitha Merten	Ken Cobleigh
Amber Nieves	

**Absent, Excused:** Devon Downeysmith (CCI)

**Council Liaison:** Elena Uhing

**Staff:** Elizabeth Stover, Program Coordinator

**Guests:** Pam Sprague

**1. INTRODUCTIONS.**

**2. COMMUNITY COMMUNICATIONS:** None.

**3. COMMISSIONER COMMUNICATIONS:** Lindsley asked how can the Sustainability Commission help sustain school gardens and achieve a food secure Forest Grove and Cornelius?

**4. CONSENT AGENDA:** #7: Change to “a set of 10 of each book *will be* ordered”, and add “City” before “website”. Change the meeting lead from Nieves to Harris. #8: Change to read “...feed hungry people...” and “...sharing gardening and food preservation skills and information.” #9: Add title of the event, “Earth Day Fair & Litter Clean Up”. #10: Spell out “Committee for Community Involvement”. Nieves moved to approved, Harris second.

**5. ADDITIONS/DELETIONS:** Councilor Uhing to add an outline prior to starting the discussion between Sustainability Commission and CCI.

**6. SUSTAINABILITY COMMISSION AND COMMITTEE FOR COMMUNITY INVOLVMENT COLLABORATION:** Councilor Uhing opened with a brief background and history on the Latino Summit – two Summits were held; how will the third Summit be designed. The next Summit should incorporate the City’s vision for sustainability and diversity, equity, and inclusion (DEI).

Harris and Nieves requested more background on previous Summits. Sprague provided an explanation that CCI did not have plans to develop the next Summit per Councilor Wenzel’s request to hold while the City’s DEI plans were finalized. CCI members recognize they do not

have the expertise to facilitate a meeting with sensitive topics. CCI would like more feedback as to what the City's DEI plans are, as well as the City's desires for the next Summit's purpose and outcome. Councilor Uhing agreed that a professional facilitator is necessary.

Councilor Uhing states the City would like the next Summit to launch an ongoing conversation, not a one-off event. Sprague would like to understand the City's goals in order to meet those expectations. Ideas offered were training for civic engagement for underrepresented groups within the community, Centro Cultural as a potential facilitator, and a need to be more inclusive than just one community group.

- Sprague to connect with Downesmith to find more documentation regarding previous Summits, if available, and to reach out to Stephanie Stokamer at Pacific University regarding facilitation.
- Stover to check with Pacific and staff to see who put on the first Summit.
- Downesmith to attend the next joint meeting.
- Councilor Uhing to take information back to the Council and brainstorm.
- Schedule another joint meeting between Sustainability and CCI.
- Define roles within the two groups.
- Next joint meeting in February.
- Add Summit to the Sustainability Work Plan, per Nieves.

Lindsley suggested inviting: Stacey Metzger, Celeste Goulding, Brian Schimmel, Jesse VanderZanden, Bryan Pohl, Stephanie Stokamer, seniors groups, and Adelante Chicas Youth Development group.

**Summarized:** The groups would like to work on data gathering regarding past Summits, find and review any Results Reports, and hear from the City Council what their ultimate goal is for the next Summit.

## 7. COUNCIL LIAISON REPORT:

- Police Facility Open House, 11/21/19.
- Pitchfork Communications working on Communications Plan.
- Site B RFIs in progress.
- Cortland Carrier, Tourism consultant, is connecting with the community for input in the tourism branding process.
- CEP tonnage was more than anticipated and funding was not reduced – \$97,000 this year.
- TV Highway improvement plan is moving forward.
- CCI's Annual Town Meeting is Jan. 25, 8:30am – noon.
- Bella Donna Bistro is going into Maggie's Buns' former space.
- Upstairs Yoga & Wellness Café is open.
- Holiday Wassail party at the Library, Saturday, Dec. 7, 1pm – 4pm.
- First OPB radio marketing campaign in progress.
- Adelante Mujeres worked with the City to facilitate the opening of a new Mexican bakery on 19<sup>th</sup> Avenue.
- New flooring company on 25<sup>th</sup> Avenue.

- New food carts are open.
- Aquatic Center is continuing classes regarding safety for children who are home alone and babysitting training.

**8. STAFF REPORT:** None.

**9. FUTURE AGENDA TOPICS:**

- December:
  - Peeters Weem: the Community Cupboard
  - Earth Day Fair & Litter Clean Up mini-grant
  - Lindsley: Free food grant update
  - Solar panel presentation (guest)
  - Bylaws: Finalize

**10. ADJOURNMENT:** Nieves adjourned the meeting at 7:44pm.

Respectfully Submitted,  
Elizabeth Stover, Program Coordinator  
City of Forest Grove

Approved by the Forest Grove Sustainability Commission:   Date: 12/12/19