



OFFICE OF
**Community
& Civic Life**

**ADVISORY BODIES
& COMMISSIONS**

ADVISORY BODIES PROGRAM

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Advisory Bodies Analyst

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What is an advisory body?

An advisory body is any City of Portland board, committee, or commission tasked with advising city bureaus and special projects.

There are approximately 88 advisory bodies across the City of Portland.

An estimated 800-1,000 Portlanders serve on these advisory bodies, offering a more involved option for Portlanders wishing to become more active in city government.

Advisory Bodies cover all kinds of communities, policy issues and interests, including but not limited to: immigrant and refugee communities, historic building preservation, bicycle policy, and more!

Why do advisory bodies exist?



First and foremost, advisory bodies exist so that Portlanders can collaborate with the City of Portland on government projects and provide valuable insights on our diverse community needs and interests.



Second, advisory bodies provide a space for city officials and communities to come together to hear appeals and concerns, provide expertise and advocate, develop and implement code, review current practices, and plan future services.



Finally, advisory bodies are part of what makes democracy work—involving and empowering Portlanders to have a say in city government!

How do advisory bodies work?

- Every advisory body has bylaws that they are required to follow. Advisory Body bylaws govern how an advisory body works. This includes:
 - Defining the purpose and role of the advisory body
 - Setting the frequency of meetings
 - Specifying the number of members
 - Setting terms and term-limits (typically 2–4-year terms, with members allowed to serve up to 8 consecutive years on an advisory body at a time)
 - Defining quorum and voting procedures
 - Outlining general operation procedures (including the disclosure of conflicts of interest)
 - Processes for member resignation and for the removal of members
 - The creation of officer roles and subcommittees
 - Communication and following public meeting and public record law

What is your role as a member of an advisory body?



Your main role as a member of an advisory body is to suggest recommendations to the City of Portland when it makes decisions.



Some advisory bodies are highly specialized and require a particular expertise—your role could be advising the City of Portland as an expert or authority on a certain topic.

The Noise Review Board for example advises the City based on members expertise on acoustics and construction.



The lived experience of members is especially important in advising the City of Portland, as City policies and actions can have a positive or negative impact on the lives of Portlanders.

Current Advisory Body Opportunities

- Focused Intervention Team Community Oversight Group (FITCOG)
- Historic Landmarks Commission
- Private For-Hire Transportation Advisory Committee
- Transportation Network Company Driver Advisory Committee
- Central Eastside Industrial Council Transportation & Parking Advisory Committee (CEIC TPAC)
- Northwest Parking Stakeholder Advisory Committee (NW Parking SAC)
- Portland Committee on Community-Engaged Policing
- New Portlanders Policy Commission
- Development Review Advisory Committee

Any questions?

- If you currently serve on an advisory body and have questions regarding how your advisory body works, please contact your City of Portland staff liaison.
- For any general questions on advisory bodies, please contact Ocean Eale, the Advisory Bodies Analyst (pictured to the right) via email at ocean.eale@portlandoregon.gov.

