



**Office of Citizen Involvement**  
**MULTNOMAH COUNTY OREGON**

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February 3, 2007

**MEMORANDUM**

To: Molly Raphael, Director  
Department of Libraries

From: Kathleen Todd, Director  
Office of Citizen Involvement

Re: CIC Departmental Reviews

As part of its program the Citizen Involvement Committee (CIC) conducts regular reviews of citizen involvement in the County. The CIC just completed its review of the Multnomah County Sheriff's Office and is now undertaking its next review. This will cover the Department of Libraries.

These reviews are intended as collaborative discussions to improve citizen involvement. Any recommendations will be made in the form of suggestions to you. In addition, the information from all the reviews will be used by the CIC to identify ways to improve citizen involvement throughout the County.

The CIC is asking the program's senior management to provide a 15 minute to half hour presentation to the CIC on the programs and policies you have implemented in the past year and how citizens were involved and on your plans for the future and how you intend to involve citizens. This will be followed by questions from the committee.

Three CIC members, Abby Kennedy, Cyreena Boston and Maegan Vidal, will be contacting you to talk further about the details. They will be your liaisons to the committee throughout the process. They will brief you further on the project and help with details of the presentation. They will also be responsible for communicating the committee's recommendations after the presentation.

Thanks for your support on this important project.

CC: Penny Hummel  
Becky Cobb  
Abby Kennedy  
Cyreena Boston  
Maegan Vidal  
Hector Roche  
Matthew Lashua  
Barbara Willer  
CIC/file