

Governance of Work Groups and Task Force

I am asking out Education and Outreach Work Group to request that the four Taskforce work groups now functioning begin to function with the model found in Community Action Planning . The three parts of the **Involve** level of engagement (see below) as well as the governance guideline (see below) are requested to be included at the beginning of each published agenda and to be read aloud to the assembled work group members and community members.

See especially Figure 3-1 p.81 of CAP: Here the proposed level of community engagement is **Involve**:

TOP: **Involve Community**

- Participation Goal: To be involved throughout the CAP process to assure community concerns are understood and considered.
- Commitment to Participants: Will work to ensure that local concerns and aspirations are directly reflected in the strategies developed and the role of input in the decisions is clearly communicated.
- Example: Visioning Workshop; Focus Groups; Survey

BOTTOM: **Principles for Creating a Culture of Inclusivity**

- **Speak from Personal Experience**
- **WAIT (Why Am I Talking)**
- **Step up/Step back**
- **Create a Judgement Free Zone**
- **Honor commitments**
- **WHALE: Wait, Hesitate, Ask (and Ask Again), Listen, then Explain**
- **“Yes, and” instead of “no, but”:** implies you heard the other person and have an additional point to consider.
- **Don’t ask others to go deeper than they want.**

Governance: Chair will manage the agenda and keep discussion on topic: send comments to bike rack as necessary.