

Working with Citizen Advisory Boards and Committees

UNC School of Government

July 23, 2025

WCU Asheville - Biltmore Park

28 Schenck Pkwy, Suite 102; Asheville, NC 28803

Book Provided: *Creating and Maintaining Effective Local Government Citizen Advisory Committees with Downloadable Model Policy and Tracking Forms*

Learning Objectives

- ✓ Examine the purpose of Citizen Advisory Bodies (CABs), operational needs and challenges
- ✓ Map the system of relationships which guide CAB work and outputs
- ✓ Assess ways to prepare and support CAB members
- ✓ Understand the legal framework of CABs
- ✓ Design measures of CAB effectiveness based on participants' goals

8:30 ☐ **Registration**

9:00 ☐ **Introductions and framing**

- Review learning objectives
- Why CABs?
- “Flow Chart” for CABs
- Survey results

9:45 ☐ **Motivations for volunteering**

☐ **Improving Board Performance**

10:30 ☐ Break

10:45 ☐ **The legal framework for CABs**

 Kristina Wilson, UNC School of Government

11:30 ☐ **Assessing CABs**

☐ Key Afternoon Topics – polling participants

12:00 ☐ Lunch Break

1:00 ☐ **Orientation, Support and Evaluation of CABs**

Orientation, Outreach and Onboarding

Trisha Hogan, Clerk to the Board of Commissioners, Transylvania County

Evaluation, Effectiveness and Change – Asheville and Lessons

Stacy Anderson and Elyse Marder – Leaders of 2022-25 Asheville Boards and Commissions Realignment Working Group

<https://publicinput.com/C1401>

Chapel Hill 2023-24

John Stephens (handout)

2:45 Break

3:00 ☐ **Big Picture and Participants' Questions and Concerns**

- Aligning CABs with organizational priorities
- Clarifying roles and responsibilities
- Model policy – Appendix D (of the book provided)
- Participants' experiences
- Workshop Evaluation (+/Δ)

4:00 Adjourn