

Working Effectively with Citizen Advisory Boards and Committees

Learning Objectives

- Understand the legal framework of CABs
- Examine the purpose of CABs and relations to staff and elected officials
- Map the system of relationships which guide CAB work and outputs
- Review promising practices for CAB effectiveness
- Identify next steps for participants' work with CABs

Registration and light breakfast

Introductions and framing

Morse & Stephens

- Review learning objectives
- Why CABs?
- Survey results: Participants' questions and needs

Legal framework for CABs

Allen

Organizing the work

Morse

- Aligning with organizational priorities
- Clarifying roles and responsibilities

Break

Motivations for volunteering (exercise and discussion)

Stephens

Policies, practices, and capacity

Stephens

Lunch

Participants: Mutual learning (2 breakout sessions)

- Discuss key issues as determined by participants
- Identify promising practices for those issues

Tools for Promising Practices

Morse & Stephens

- Recruitment
- Orientation
- Meeting Management

AGENDA (Subject to Change)

- Staff and Elected Board Communication
- Evaluating CAB effectiveness

Identifying next steps/action items

- Policies, practices, capacity

Stephens