

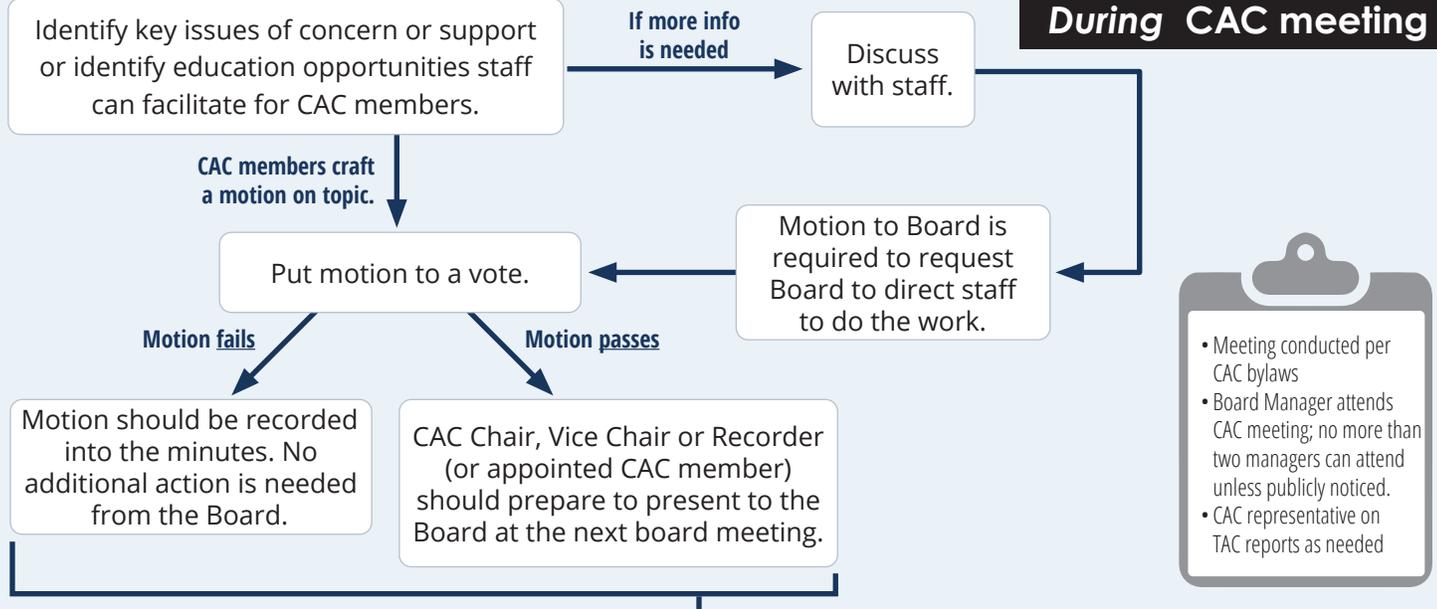
BOM-CAC Communication Process

Drafted 6/24/2022

DRAFT

Keep in mind: The CAC and individual Managers do not have the authority to direct staff or make policy. Only the Board of Managers as a whole can direct staff or make policy.

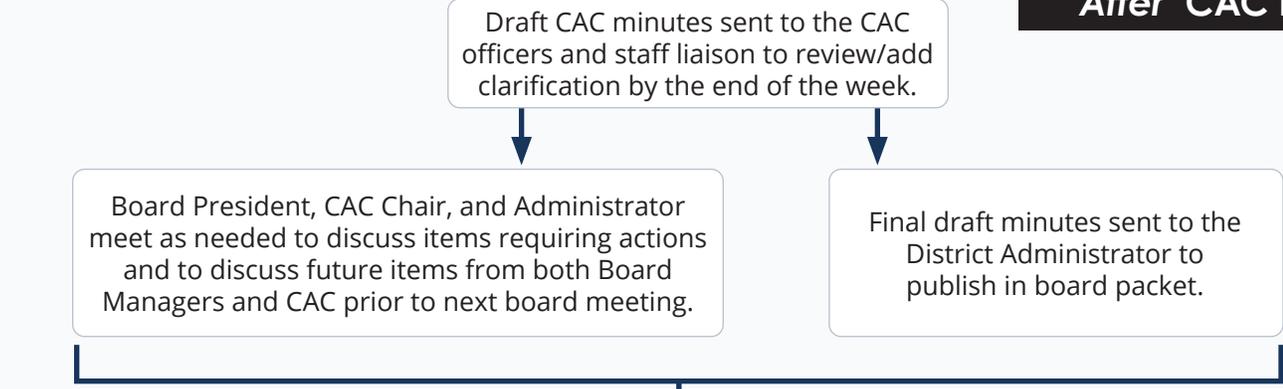
BEGIN



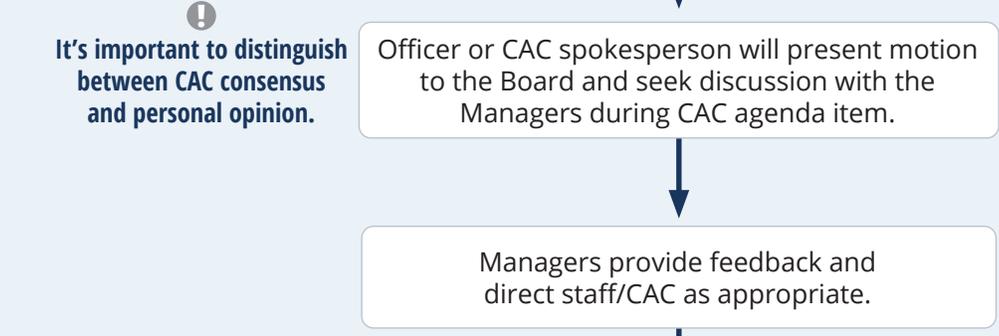
During CAC meeting

- Meeting conducted per CAC bylaws
- Board Manager attends CAC meeting; no more than two managers can attend unless publicly noticed.
- CAC representative on TAC reports as needed

After CAC meeting

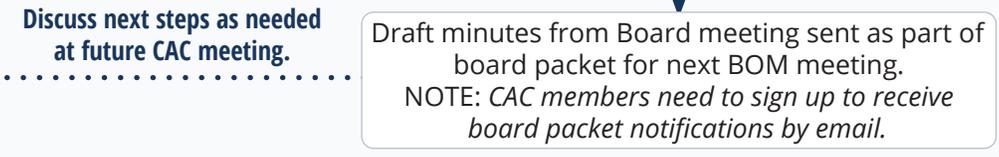


During Board meeting



Note: Board action may not occur at the same meeting in which discussion is occurring. Action may occur at a subsequent meeting.

After Board meeting



! It's important to distinguish between CAC consensus and personal opinion.

Discuss next steps as needed at future CAC meeting.



BOM-CAC Communication Flow

Board of Managers Workshop
July 13, 2022

1 Communication Concern

Process to dismiss CAC member is undefined

- Absent members affect quorum
- Disruptive or inappropriate behavior can impact group dynamic
- Disruptive or inappropriate behavior can impact reputation of RPBCWD

Potential solutions

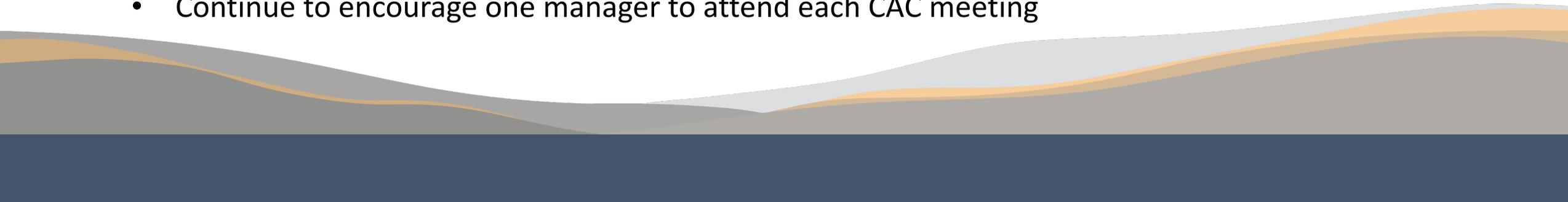
- Outline approach in CAC bylaws
 - Define valid reasons for dismissal (e. g. 80+% unexcused absences)
 - Require motion submittal to BOM for dismissal

2 Communication Concern

Timing of flow of info/topics from BOM to CAC

- Delay in final approved minutes dissemination following BOM meeting
- CAC would like to be informed earlier about projects to allow for review/feedback
 - District-led project (capital improvement projects)
 - Permit applications for outside projects

Potential solutions

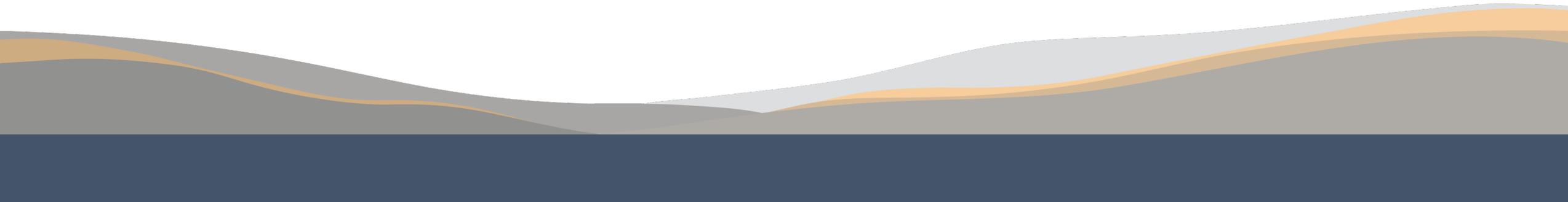
- Encourage all CAC members sign up for e-blasts that send out board packet including **draft minutes** of last BOM meeting
 - Disseminate monthly project highlights from Administrator to CAC
 - Continue to encourage one manager to attend each CAC meeting
- 

3 Communication Concern

Lack of defined leadership transition process

- No standard onboarding steps in place for BOM or CAC
- Is there expectation of communication pathway between BOM president and CAC chair?

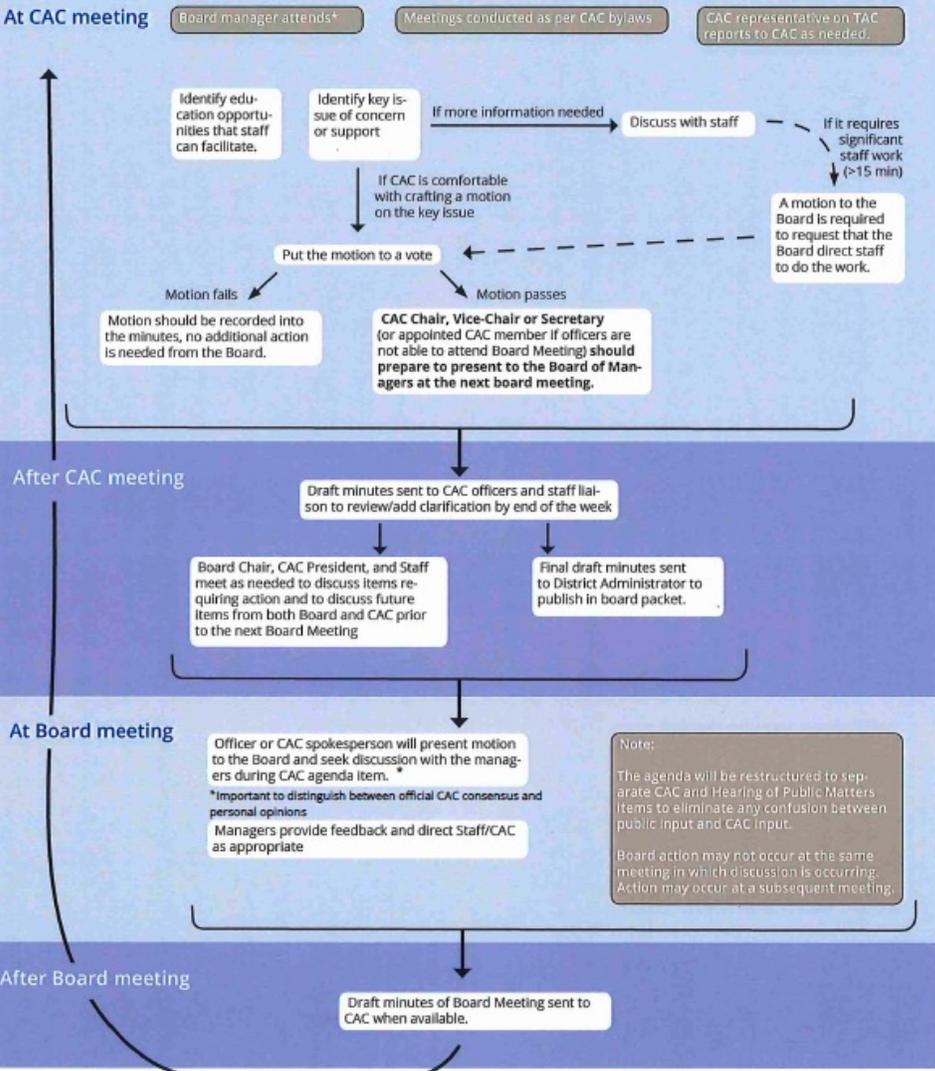
Potential solutions

- Develop checklist of items to cover during onboarding of new leadership
 - Clearly define expectations for leadership including duties and extra meetings
 - Set CAC annual meeting/event calendar based upon BOM annual calendar
- 

Communication Process: Board-CAC

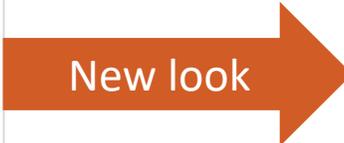
RPBCWD CAC & Board
Last update: 5/16/2016

Goal: develop a communication process between the CAC and Board of Managers of the Riley Purgatory Bluff Creek Watershed District that is reasonable and acceptable to both.



Note: CAC members, and individual Board Managers, do not have authority to direct staff or make policy. Only the Board of Managers as a whole can direct staff or make policy.

*The number of Board Managers attending the CAC meeting can not exceed two unless publicly noticed.

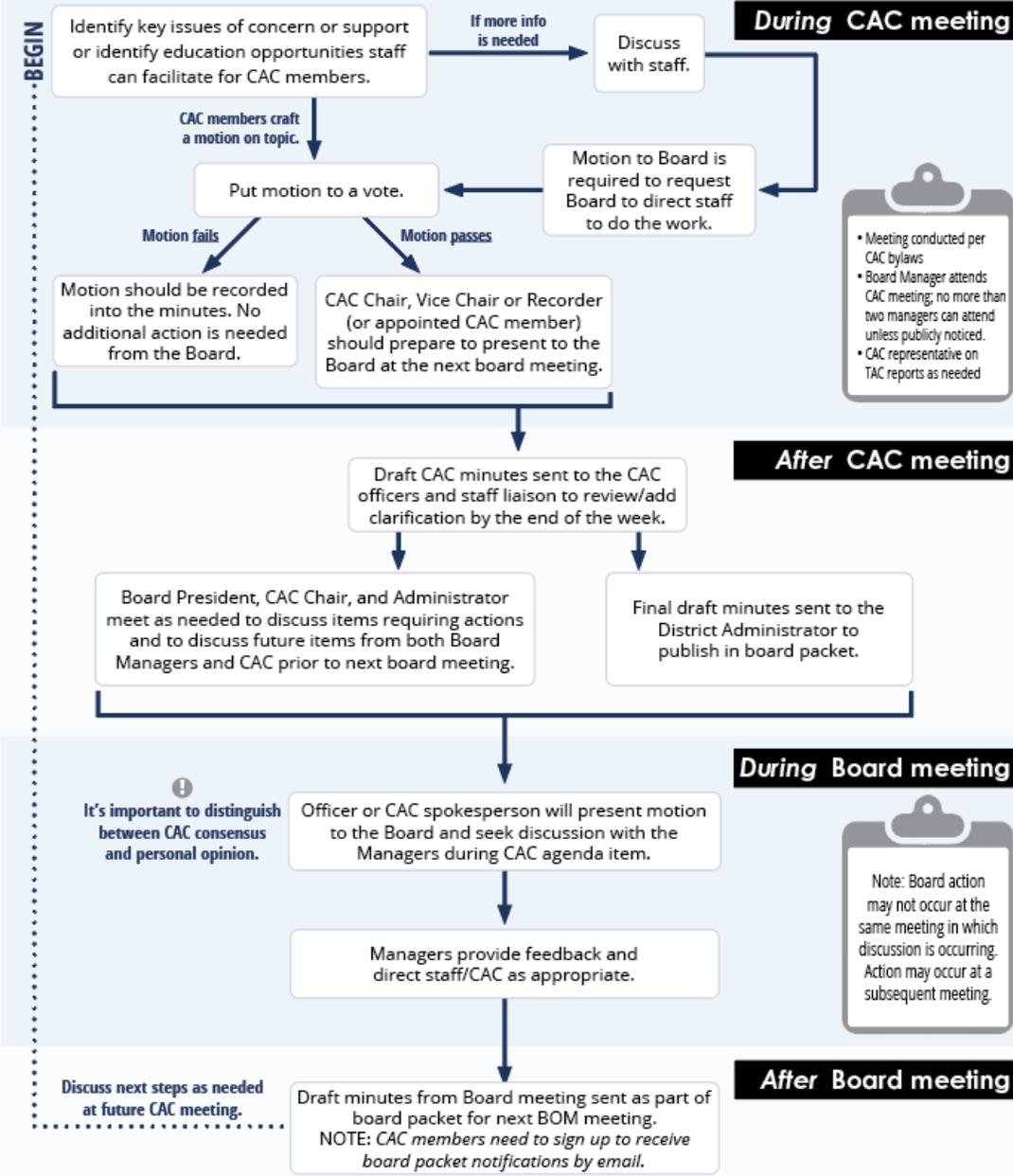


BOM-CAC Communication Process

DRAFT

Drafted 6/24/2022

Keep in mind: The CAC and individual Managers do not have the authority to direct staff or make policy. Only the Board of Managers as a whole can direct staff or make policy.



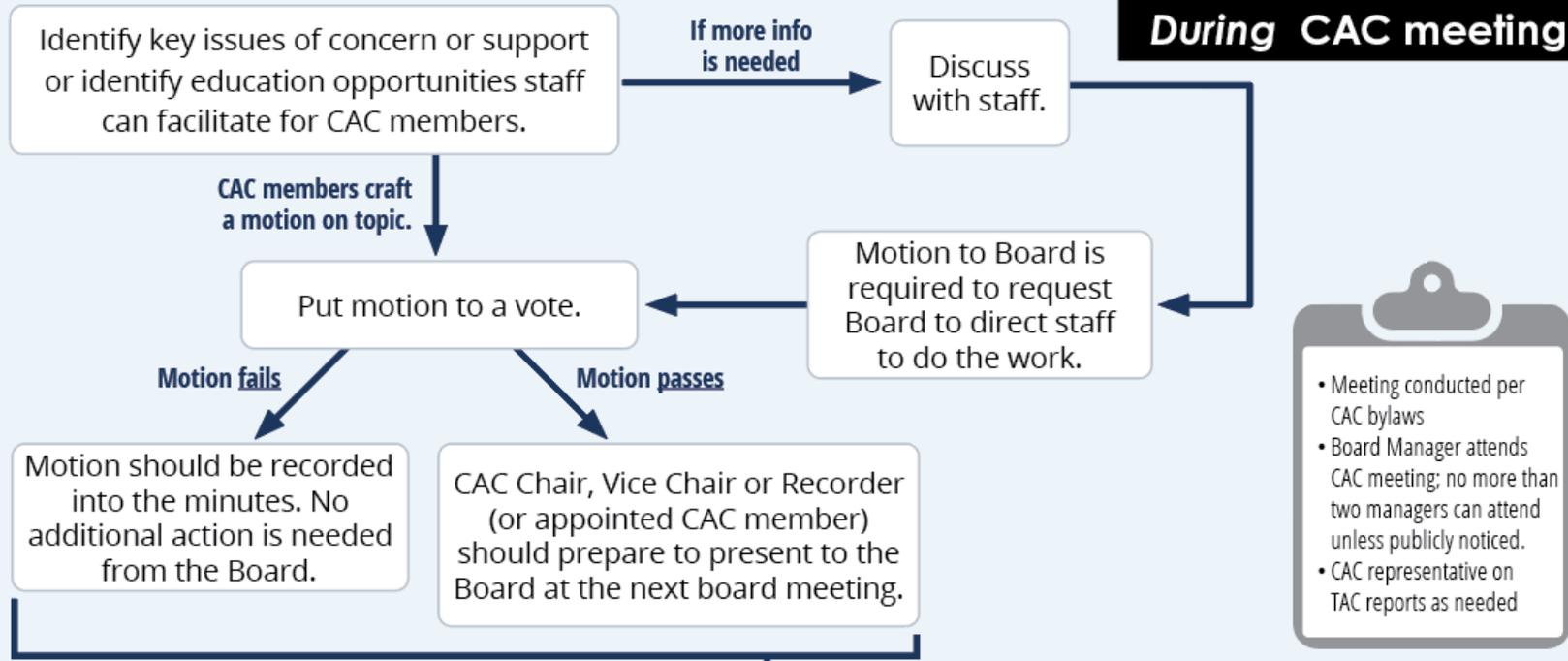
BOM-CAC Communication Process

Drafted 6/24/2022

DRAFT

Keep in mind: The CAC and individual Managers do not have the authority to direct staff or make policy. Only the Board of Managers as a whole can direct staff or make policy.

BEGIN



- Meeting conducted per CAC bylaws
- Board Manager attends CAC meeting; no more than two managers can attend unless publicly noticed.
- CAC representative on TAC reports as needed

After CAC meeting

