

## **Measure X Community Advisory Board**

### **Operating principles**

#### **VISION STATEMENT**

Contra Costa County will have the necessary funds to invest in and sustain a robust system of care and the social and public services necessary to support a vibrant community and ensure that all county residents have equitable opportunities to thrive.

#### **OPERATING PRINCIPLES**

##### **Assumptions and commitments that inform our work together:**

1. Shared responsibility to practice the values of equity, justice, inclusion and compassion.
2. Sustaining a strong social safety net is important for the health and prosperity of all.
3. Investments will prioritize prevention as well as addressing current system gaps.
4. Investments will help leverage other funding sources when feasible.
5. Needs and issues are intersectional and interconnected. Think about needs and services from the point of view of residents.
6. Name inequities and disparities, and be specific in naming and recognizing those who are most harmed by them, especially Black and Latinx residents. Additional areas of focus include residents with mental health needs, indigenous people, Asian American/Pacific Islander American residents, seniors, disabled people, children and youth (prenatal to adult), immigrants, unsheltered and homeless residents, rural communities, LGBTQ+ residents, and poor people.
7. Economic opportunity and equity are at the heart of our purpose.
8. Seek transformative solutions, in addition to filling current service gaps.
9. Fostering a culture of inclusion, welcoming, and belonging demonstrates our commitment to equity and will improve our work process and outcomes.

## **How we work together in meetings:**

1. Empower the chair to lead successful meetings:
  - a. Use appropriate discretion in setting the agenda, including limiting the number of agenda items as needed to allow for depth of discussion.
  - b. Establish guidelines for how long individual members and the body as a whole can speak on a given issue/item.
  - c. Utilize methods to invite input from MXCAB members whose voices have not yet been heard on an item, such as round-robin input (in which each member is asked to weigh in).
  - d. Move the discussion along if it becomes too lengthy.
2. Commit to adhering to the following MXCAB member participation guidelines:
  - a. Come to meetings prepared (read the agenda packet).
  - b. Stay on topic; speak about the matter at hand.
  - c. Avoid repeating a point someone else has already made (or briefly agree).
  - d. Treat each other and all participants with mutual respect.
  - e. Practice active listening; be curious; seek to understand.
  - f. Assume good intention, while accepting and encouraging accountability for impact.
3. Center community voices
  - a. Set time limits for individual MXCAB members' comments and/or for members' comments as a group on a particular agenda item, in order to reserve ample time for public comment.
  - b. Adjust public comment time limit for each agenda item as needed, e.g., if there are a lot of public speakers (while recognizing that we must allow every speaker the same amount of time on each agenda item).

## **Other strategies to support inclusive and productive meetings:**

- Inclusion and access:
  - Explore ways to provide interpretation for languages beyond Spanish and ASL. (We noted this should be accompanied by sustained outreach to the communities/residents who speak a particular language, to encourage and welcome them to participate.)
  - Support the accessibility needs of all participants beyond language inclusion, such as technical support and visual/audio support.
- Onboarding & support for new MXCAB members:
  - Create and maintain a robust onboarding process, including key background materials from the 8/21 retreat packet.
  - Implement a buddy system to mentor new members.
- Clarify key roles

- Identify MXCAB member roles & volunteer opportunities (e.g., establishing a position of MXCAB archivist).
  - Clarify MXCAB staff roles and expectations.
- Create an annual Measure X timeline that describes key upcoming dates and decision points.