



City of Santa Rosa

Office of Community
Engagement
637 First Street

COMMUNITY ADVISORY BOARD SPECIAL MEETING NOTICE AND AGENDA DECEMBER 19, 2018

6:00 P.M.

1. CALL TO ORDER & ROLL CALL

2. PUBLIC COMMENTS

This is the time when any person may address matters not listed on this agenda, but which are within the subject matter of the jurisdiction. The public may comment on agenda items when the item is called. Each speaker is allowed three minutes.

3. APPROVAL OF MINUTES

November 28, 2018 Regular Meeting Minutes.

Attachments: [Nov. 28 Draft Minutes](#)

4. CAB ANNOUNCEMENTS

CAB Members may share community news of interest to the CAB as a whole. CAB Members may also announce upcoming community events that may be of interest to the CAB. This is also the time when CAB Members may announce departure from the meeting early, or any other announcement that may affect the meeting.

5. STAFF UPDATES

1. Open Government Task Force Implementation Subcommittee Update and Next Meeting - January 9, 2019
2. Open Government Task Force Recommendation: Language Services Translation and Interpretation Assessment Request for Proposals
3. Neighborfest Follow-Up
4. Community Engagement Director Update

6. SCHEDULED ITEMS

6.1 CAB STRATEGIC PLAN REVIEW AND APPROVAL

REPORT - COMMUNITY ADVISORY BOARD STRATEGIC PLAN

BACKGROUND: In February 2018, the Office of Community Engagement and the Community Advisory Board (CAB) began working with CivicMakers to develop a strategic plan for the CAB. The CAB held two strategic planning workshops: the first was held in June 2018 and the second was held in September 2018. During the first workshop, the CAB developed their mission, vision, three strategic categories, and associated strategic priorities. At the second workshop, the CAB developed one-year works plans for several selected priorities, as well as yearly outcomes and metrics.

RECOMMENDATION: The Office of Community Engagement recommends that the Community Advisory Board approve, by motion, their Five Year Strategic Roadmap: Year One Work Plans, dated October 2018 and make a recommendation to City Council to approve, by motion, their Five Year Strategic Roadmap.

Attachments: [CAB Strategic Roadmap](#)

6.2 EXPERTISE AD-HOC COMMITTEE: STRENGTHS ASSESSMENT SUMMARY AND DISCUSSION

The Expertise Ad-Hoc Committee will lead the CAB through a review of the assessment results and through a discussion regarding what makes an ideal CAB member and CAB onboarding and trainings.

6.3 CAB MEMBER RECOGNITION

After 12+ years serving on the CAB, many of which were spent serving as the CAB Chair, Member Narath will be stepping down from the Board after this meeting. The CAB and Staff would like to recognize Member Narath and all of her years of service.

7. FUTURE AGENDA ITEMS

This schedule is tentative and subject to change pending final publication and posting of the Meeting Agenda. This time is reserved for discussion whether to place matters on a future agenda for further discussion.

- A. Ad-Hoc Committee Report-Outs (on-going)
- B. CAB Orientation and Mentors (TBD)
- C. Get to Know Your District Community Meetings (TBD)
- D. Fiscal Year 2019-2020 Public Services Contract Solicitation and Award

Community Advisory Board

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Process and Action Plan (Housing and Community Services - Jan. 2019)

E. Ad-Hoc Committees to Subcommittees Action (Jan. 2019)

F. Roseland Annexation Update (TBD)

8. ADJOURNMENT

The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available by calling (707) 543-4676 one week prior to the meeting. TDD (707) 543-3063

Any writings or documents provided to a majority of this meeting body prior to this meeting regarding any item on this agenda are available for public review in the City Clerk's Office, Room 10, City Hall, 100 Santa Rosa Ave, during normal business hours.