



Community Advisory Board Five-Year Strategic Roadmap: 2020 Update

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Community Advisory Board Meeting

August 26, 2020

Background

- Section 10 added to City Charter in 2002; CAB created through adoption of Resolution No. 25805 in 2003
- Duties and responsibilities updated in 2012 through Resolution No. 28174:
 - Issues of concern to residents of the City (Public Safety and others);
 - Budget Priorities for Capital Improvement Projects;
 - Participation in neighborhood planning meetings;
 - Strengthen public involvement process;
 - Building community; and
 - Public improvements through Community Improvement Grant Program

Strategic Planning Process - 2017

- Discovery and Scoping
 - Mid-January to Mid-February
- Research and Analysis
 - January to March
- Survey & Workshop #1
 - May to June
- Strategic Roadmap Implementation Workshops
 - September to October

CAB's Mission



**community
advisory board**

City of Santa Rosa

The Community Advisory Board connects city government and residents so the public can have a voice in decisions that impact their lives and build a stronger community.

CAB's Vision

CAB 5 Year Vision - 2018 to 2023

CAB is a highly effective working group that bridges the divide between residents and their government. CAB members are regularly attending neighborhood meetings. We have developed strong trusted bonds with community leaders. We know most people by name, and they know us. Community groups use CAB as a vehicle to convey their concerns, ideas, and suggestions to the appropriate City Department or Council member. CAB not only represents these voices, but teaches them to more fully participate in the public process, developing their internal capacity. Members are well versed in best practices of community engagement, and CAB members are regularly called upon by Council and City Departments to coach them how to do it best. When Council wants to engage underrepresented, hard-to-reach groups or when they need in-house experts about how best to engage the community, they turn to CAB.

CAB meetings are helpful and productive, and the grant making process makes a true social impact. CAB members, staff and Council are clear about their respective roles and work well as a supporting team.

As a result of our work, residents...especially those who have historically been underrepresented...now feel they have a voice in decisions that impact their lives. We've also created strong community cohesion, more pride, less violence, more resilience, and more peace because people feel heard and see their input in citywide decision making.

CAB's 5-Year Strategic Roadmap



- **Strategic Categories:**
 - Empowerment
 - Community Engagement Expertise
 - Operations

1-Year Work Plans

- **Empowerment**

- Implement Neighborfest
- Plan a community engagement academy
- Proactively attend neighborhood meetings

- **Expertise**

- Assess CAB strengths and weaknesses; conduct trainings
- Create a list of Board assets and present one CAB member per meeting
- Invite government departments and Council to come to CAB meetings

- **Operations**

- Solidify Community Improvement Grant process and voting metrics
- Run more collaborative meetings
- Add accomplishments to the agenda

2020 Update - Operations

- Solidify Community Improvement Grant process and voting metrics
 - Completed in late 2019
- Run more collaborative meetings
 - Completed in early 2019
- Add accomplishments to the agenda
 - Added subcommittee updates to each monthly meeting agenda
- Dissolved subcommittee due to workplan accomplishments

2020 Update - Empowerment

- Implement Neighborfest
 - Assisted with 8 events in 2019
 - Awarded 6 mini-grants for 2020 Program
 - Suspended due to COVID-19 – will take place in 2021
- Plan a community engagement academy
 - Began planning for academy
 - Developed community survey – placed on hold due to COVID-19
- Proactively attend neighborhood meetings
 - Created comprehensive list of neighborhood and community groups
 - Prioritized list
 - Work suspended due to COVID-19

2020 Update - Expertise

- Assess CAB strengths and weaknesses; conduct trainings
 - Completed assessment – decided to not conduct trainings at this time
- Create a list of Board assets and present one CAB member per meeting
 - Meet Your CAB Members – added to monthly agendas and page added to CAB website
- Invite government departments and Council to come to CAB meetings
 - Ongoing
- Added per Council request:
 - Completed CAB talking points and FAQs for Council
 - Created a CAB recruitment flyer

2020 Workshops

- Held in early March 2020
- Facilitated by SSU Organizational Development graduate students
- Summary Handout

Staff Recommendations

- Empowerment
 - Neighborfest – suspended
 - Community Engagement Academy
 - Instead of planning for an academy – assist Community Engagement staff in developing a series of Civic 101 videos
 - Attend Neighborhood Meetings
 - Find out who is meeting virtually
 - Attend what you can to gather community input/feedback/pulse on the following issues (related to Council Goals):
 - COVID-19 pandemic: needs, recovery, etc.
 - Police reform
 - Community Empowerment Plan
 - Homelessness and Housing

Staff Recommendations

- Expertise
 - Skill development trainings
 - Assist Empowerment Subcommittee and Community Engagement staff in developing a “Civic 101” toolkit for use by internal City staff and community members.
 - Onboarding/Orientation
 - Develop onboarding survey
 - Develop exit survey
 - New: Assist staff in communications strategy
 - Create CAB meeting summary social media post after each meeting
 - Create City Connections article about CAB meeting outcomes/announcements, as needed

QUESTIONS?