

ACE Best Practices Discussion

Summary from November 4th ACE meeting

Submitted by Susan Ratz

Background

The goal of this discussion was to improve clarity about what ACE is trying to achieve, share existing knowledge of processes between new and returning members, and build consensus among ACE members.

Notes from the discussion follow. Work plan discussions will also be of great help in this area. Any further discussion beyond this would be deferred to a governance sub-committee.

Stakeholders

- Citizens, Council, Staff, the Planning and Environment Committee, Non voting members of ACE are all seen as stakeholders.
- Local environmental groups are important but are not necessarily a priority stakeholders per say with ACE, and some are reflected in the make up of ACE.
- Could also consider stakeholders to be resources or entities we report to.
- The diversity of stakeholders is liked.
- Any further discussion around this topic would be best handled by a Governance sub-committee.

How will we best accomplish key ACE goals

A master list of contact information for the committee that also specifies additional committee representation by and for ACE is desired. Betty will review and provide.

The Education and Outreach Sub-Committee will assist with the following discussion points...

- A format for sub-committee reports is desired. One will be developed.
- Attending other city meetings was discussed and agreed to be a good thing. A central calendar will be tried to help keep committee members up to date on who is attending which meetings. Members can also view meetings from home. It would also be good practice for members to submit short reports from meetings they attend to help keep everyone informed. A format for this will be considered.
- Using dropbox was discussed. Not appropriate for ACE items, but can be used for sub-committee work. One will be set up and some training provided to members.