

COMMUNITY ADVISORY GROUP

GROUP CHARTER



Mission

To provide ongoing guidance during the development of the Stehekin Community Plan and serve as bridge between decision-makers and the broader community.

Purpose

- Ensure the voices of the broader community are effectively represented and communicated during the planning process.
- Foster understanding so that community perspectives can guide county, utility and other government planning and policy efforts.
- Increase opportunities for the broader community to participate in decision-making.

Goals

- Establish effective communication channels within the community and between the community and the project team.
- Seek ongoing feedback from multiple perspectives on challenging issues facing the Stehekin community.
- Present community input to guide county, utility, and other government decision-making.

Membership

The Community Advisory Group (CAG) should be composed of 7 to 9 members, to ensure balanced representation across a range of interests and stakeholder groups. This balance is intended to promote fairness, foster diverse perspectives, and support informed decision-making that reflects the broader community.

Meetings

- To ensure balanced participation from the community, **meetings will be conducted virtually** to accommodate the attendance of both residents and non-residents.
- We anticipate meeting approximately once every 4-6 weeks between Oct. 2024 and Spring 2025.
- The schedule will be developed to coincide with decision points and important milestones in the community plan development process.
- Members are expected to attend regularly, and the schedule will be developed to facilitate attendance and participation.

Roles and Responsibilities

1. Members will be expected to:

- Act as a liaison, share and collect information between the community and decision-makers.
- Understand and articulate the community's diverse interests, concerns and perspectives on the issues being addressed.
- Seek input from the broader community on issues being addressed.
- Become more knowledgeable than the broader community on challenging subjects.
- Read, learn and absorb large amounts of information quickly and accurately.
- Attend meetings regularly (**MEETINGS WILL BE HELD VIRTUALLY**).
- Maintain an open mind toward others' view and foster teamwork.
- Participate collaboratively in group decision-making.
- Represent the community as a whole.
- Focus on "the big picture" .

2. Leadership

A chair can be selected by the membership to:

- Serve as spokesperson between the CAG and the community.
- Lead efforts to build consensus among different points of view.
- Ensure the information that is released to the broader community is consistent with what the group has decided.

3. Facilitation

Meetings will be facilitated by a project team member. The facilitator will:

- Oversee meetings effectively, assess progress, and manage the group's time.
- Focus group's efforts and discussions on assigned tasks to achieve objectives.
- Remain neutral, assure diverse viewpoints are represented.
- Manage group dynamics, maintain trust and respect.
- Foster participation, encourage collaboration and creative thinking.

Anticipated Work Plan and Timeline

**This list is conceptual, tentative and subject to change.*

***Any additional activities to take place after Spring 2026 will be developed as we progress.*

Activity	Timeframe	Year	Tasks
CAG Meeting No. 1	Oct. 16	2025	See 1 st meeting agenda
Community Meeting (Workshop)	Oct. 22	2025	See meeting agenda
Seek feedback (survey)	After Oct. 22 mtg.	2025	Obtain feedback outside the community meeting
CAG Meeting No. 2	Mid-Nov.	2025	• Confirm community feedback on Plan Outline • Begin discussion on detailed content of The Plan
Community Meeting (Workshop)	Late Nov./Early Dec.	2025	• Confirm Plan Outline • Discuss and gather feedback on drafted detailed content
Seek feedback (survey)	After Nov./Dec. mtg.	2025	• Obtain feedback outside the community meeting
CAG Meeting No. 3	Mid-Jan.	2026	• Discuss community feedback on detailed content of The Plan
Community Meeting (Workshop)	Late Jan./Early Feb.	2026	• Solidify detailed content of The Plan • Discuss rollout of final draft
Seek feedback (survey)	After Jan./Feb. mtg.	2026	• Obtain feedback outside the community meeting
CAG Meeting No. 4	Mid-Feb.	2026	• Develop final draft plan • Develop rollout of final draft plan • Seek input on final draft plan
Community Workshop AND/OR Email communication	Late Feb./Early Mar.	2026	• Inform community of final plan • Explain integration into Comp Plan
CAG Meeting No. 5	Spring	2026	• Understand process of integration into Comp Plan • Discuss development of regulations