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IL Partnership with Disability Advisory Councils, Boards & Commissions

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What You Will Learn Today

- The types, classification, and definitions of advisory bodies.
- The benefits associated with using advisory boards.
- Strategies to locate, recruit, and engage a diverse pool of candidates for the advisory body.
- Tools and strategies for developing partnerships with advisory boards and committees that include goal development and strategic planning.

Why Do Citizens Volunteer for Advisory Boards?

- Feeling that they can help shape policy.
- Looking for a change of pace or to add variety to their life.
- Fulfilling a civic duty.
- Desiring to become involved and give something back to the community.
- Wishing to donate their professional skill.
- Wanting to have an impact.
- Seeking recognition.
- Wanting to meet other people.

Benefits of Using Advisory Boards

- Provide assistance to the legislative body when formulating public policy and help transform policy decisions into action.
- Address issues of interest or conduct background work on technical or politically sensitive issues.
- Serve as a way to build public consensus on controversial issues before elected officials make a decision.
- Give the community a forum for discussion in greater depth than is possible before a legislative body.
- Provide a more thorough review of complex and significant matters than a part-time council may be able to give.
- Provide expertise without expending budget money.
- Assist in the resolution of conflicts.

Types of Advisory Bodies

- Boards and commissions designated by statute.
- Administrative boards and advisory boards.

Methods Used to Form Advisory Boards

- Resolution
- Ordinance
- Motion

Definitions & Classification of Advisory Boards

- The terms are often used interchangeably.
- Little uniformity of the terms or classification of the bodies between different municipalities.
- Definitions of an advisory body differ among jurisdictions.
- Although the names differ, the responsibilities assigned to the bodies are similar.
- Unless a naming system is used that defines the powers associated with the names, the label given to an advisory body has little meaning.

City of Tacoma Definitions

- Committee – City committees are usually formed by resolution. A committee is defined as “a body of persons delegated to consider, investigate, take action on or report on some matter.”
- Board – City boards are established pursuant to city charter or ordinance. A board is defined as “a group of persons having managerial, supervisory or investigative powers.”



City of Tacoma Definitions, cont'd.

- Commission – Generally, city commissions are established by city charter or ordinance or resolution. A commission is defined as “a group of persons directed to perform some duty.”
- Task Force – A city task force is a body appointed by the city council to study or work on a particular subject or problem. The formal definition indicates that a task force is “a temporary grouping under one leader for the purpose of accomplishing a definite objective.”

Recruitment

- A municipality does its own recruitment to residents via its website.
- If advisory body is already established, encourage advisory body members to share vacancies with their network.
- Important to have a diverse pool of candidates to join the advisory body.



Questions & Discussion

Joining Advisory Boards

- Must be a resident of the jurisdiction for which you wish to join an advisory body and meet its requirements.
- To join an advisory body contact your municipality (state, county, or city etc.), opportunities found on the websites.
- Often includes application and interview for appointment process.
- Bring your expertise, experience, questions, and advice.
- Some jurisdictions encourage youth involvement, including Tacoma.
- Involve consumers, CIL board of directors, and systems change staff.

Who Makes the Appointments to Citizen Advisory Boards?

- Depending on the municipality
 - City Council
 - Mayor
 - County Council
 - Governor

Is a Volunteer Advisory Board Member a Public Officer?

- Most members of permanent boards and commissions are legally treated as public officers.
- Open Public Meetings Act and records act apply.

Number & Size of Advisory Boards

- There is no optimum number of advisory boards for a community.
- Some jurisdictions have many boards, others have only a few.
- The number of board members needed depends on the duties, responsibilities, and membership requirements.
- For example, Tacoma's Commission on Disabilities has 11 commission members.

Term Length

- Term length varies from municipality to municipality and the type of advisory body.
- Reappointment options are available until term limited out.
- For example, City of Tacoma term is 3 years for Commission on Disabilities.



Getting Advisory Board Organized

- Attend orientation.
- Develop strong bylaws.
- Develop attendance policy.
- Set up committee structure within commission.
- Set up reporting requirements.
- Other tasks for organization.

Policies & Procedures for Advisory Boards

- Jurisdictions should adopt policies and procedures for their advisory bodies and require that essential basic issues be covered in the document that creates each body.
- Check with your municipality if you already have policies and procedures in place for boards, commission, or committees which are established.
- May include a set of expectations for commissioners, board members, etc.
- Often an individual can only serve on one advisory body at a time.

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Tacoma Commission Welcome Video

<https://www.youtube.com/watch?v=B8xYy9My-fY>



Tacoma Area Commission on Disabilities CFI Partnership

- No formal partnership.
- Campaign to educate and implement closed captioning option in all public establishments.
- Ongoing effort to create taxi service for people with disabilities.
- Act as subcontractor with city funds and taxi services when service is established.

Tacoma Area Commission on Disabilities CFI Partnership, cont'd.

- Increase electronic access to websites and other city media platforms for people with disabilities.
- Strengthen access to emergency networks at city, county, and state level.
- Support celebrations of people with disabilities such as City of Destiny Awards.

Goal Development & Strategic Planning

- Important to include people with disabilities that are affected by decisions in goal setting.
- Participate in retreat strategic planning meeting.
- SMART Goal planning
- Goal orientated planning is most effective and productive as you are working toward a shared vision in a partnership.
- If IL is not at the table on advisory level, decisions will be made without consultation of the IL or disability community.

Retreat Planning Exercise

1. Community Education

Increasing awareness of disability issues and resources.

2. Legislation

Developing laws and ordinances affecting citizens with disabilities and their rights.

3. Accessibility

Assuring that all facilities and programs are totally accessible to citizens with disabilities.

Retreat Planning Exercise, cont'd.

4. Employment

Promoting more employment opportunities for citizens with disabilities.

5. Transportation

Acquiring a totally accessible public transportation system.

6. Economics

Promoting opportunities for economic independence for citizens with disabilities.

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Questions & Answers

Final Questions and Evaluation Survey

Any final questions?

Directly following the webinar, you will see a short evaluation survey to complete on your screen. We appreciate your feedback!

https://usu.co1.qualtrics.com/jfe/form/SV_5bR4Ic03d5AvKrH

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