

**TRANSIT RECOVERY
TASK FORCE**

TO: Blue Ribbon Transit Recovery Task Force

DATE: November 16, 2020

FR: Steve Kinsey, CivicKnit

RE: Revised Decision Making

From the beginning of this Task Force, a shared sense of responsibility for taking thoughtful, inclusive actions when preparing the *Public Transit Transformation Action Plan* has been encouraged. The Task Force agreed in June to use practices that reinforce the goal of reaching Consensus whenever possible, including the following:

- 1) Adopting succinct Task Force Purpose statement with the expectation that all members are willing to actively work together towards a mutually acceptable solution.
- 2) Approving Meeting Summary statements that identify mutual understandings, remaining concerns, and additional information needed for further consideration.
- 3) Building mutual understanding by inviting a range of presenters; undertaking surveys, topical roundtables, and focus groups; obtaining public comments during Task Force meetings; and maintaining ongoing communication between the facilitator and interested parties.
- 4) Sufficient time to deliberate on presented information, differing views, and amendment proposals prior to taking formal action.
- 5) Accepting that a Task Force goal is to achieve full acceptance, not unanimous agreement.

Over the remaining time of the Task Force, there will be instances when timely actions are needed to advance development of the *Public Transit Transformation Action Plan*. Owing to the size of the Task Force, state transparency laws, and the virtual meeting format, the following decision-making revision is recommended:

When testing for consensus on specific elements and before a formal roll call vote is taken, Task Force members may be asked to indicate their level of support for a proposed action visually using one of three cards:

- Green: I support the proposal and am ready to take formal action
- Yellow: I have reservations but am willing to take formal action
- Red: I want the Task Force to delay formal action for further discussion

For our virtual meeting space, Task Force members will use a piece of paper with a single word (GREEN, YELLOW, or RED.) The Zoom layout will switch to Gallery View and, when prompted, members simultaneously will hold up their paper so it is visible to other Task Force members, public participants, and support staff.

Support staff will publicly report the tally, after which the Chair shall decide whether to proceed to a formal roll call vote or extend Task Force discussion on the matter. Formal decisions guide consideration of future topics. Minority opinion-holders may document their reasons for opposition in writing, and this will be included in an Appendix of the Plan.