

# Community Engagement Model

Community Expert Meeting #2

# Listening to Language Interpretation

1. In your meeting/webinar controls, click **Interpretation**. (located at bottom of screen)
2. Click the language that you would like to hear. Options for this meeting are English and Spanish.
3. To only hear the interpreted language, click **Mute Original Audio**.

Windows | macOS

1. In your meeting/webinar controls, click **Interpretation**.  

2. Click the language that you would like to hear.  

3. (Optional) To hear the interpreted language only, click **Mute Original Audio**.

# Before We Get Started

- Please **mute** and **rename** yourself to have your First Name, Last Name, and your affiliation:
  - To **rename**, click on the top right side of your picture/video

Example: **Jane Doe - CARB**

- Affiliations: Community Organization / Agency / Air District / Company / Resident / etc.
- **Need help?** Use the Chat function to request assistance

# Agenda

1. Welcome & Recap – 5 mins
2. Model Content – 15 mins
3. Breakout Groups Round 1 – 35 mins
4. Break – 10 mins
5. Breakout Groups Round 2 – 30 mins
6. Full Group Report Back – 25 mins
7. Break – 10 mins
8. Community Dialogue Sessions – 15 mins
9. Discuss Stipend, Childcare, & Food – 10 mins
10. Evaluation Feedback- 10 mins
11. Wrap Up and Next Steps – 10 mins

# Contract Administration: Tasks

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**Task 1:** First Virtual Meeting to Discuss this Contract and Model



**Task 2:** Community Experts Review the Draft Model



**Task 3:** Second Virtual Meeting to Discuss Initial Comments on Draft Model

**Task 4:** Third Virtual Meeting to Discuss Comments on Draft Model and responses from Community Dialogues

**Task 5:** Community Experts Review Revised Draft of Model

**Task 6:** Fourth Virtual Meeting to Discuss Comments on Revised Draft Model

# Revised Invoice Process

- New invoice form
- Managers will prefill form
  - Experts review and approve
- Do not email invoice to accounts payable
  - Email invoice to contract managers only

## invoice

FROM

Name

Address

email

INVOICE # (1-6) or (own organization series)

INVOICE DATE 00/00/00

CONTRACT # 23TTD00#

BILL TO

California Air Resources Board  
Accounts Payable  
P.O. Box 1436  
Sacramento, CA 95812

[accountspayable@arb.ca.gov](mailto:accountspayable@arb.ca.gov)

cc: [gina.sterling@arb.ca.gov](mailto:gina.sterling@arb.ca.gov)

contract manager email

Billing Period – (09/01/2023 –10/15/2023)

Contract Manager – Name

Tasks	Current Charges
1 – First Meeting	375.00
2 – Review Draft Model	
3 – Second Meeting	
4 – Third Meeting	
5 – Review Revised Model	
6 – Fourth Meeting	
<b>Total Due</b>	<b>375.00</b>

# Meeting Core Principles

- **Participate fully**
  - Provide written and verbal feedback
  - Actively listen to understand
- **Focus on the agenda**
  - Review the agenda and related materials ahead of time
  - **Being efficient**
- **Keep equity central**
  - Be equitable in how we treat one another
    - Let people finish their sentences and use appropriate and respectful language
    - Embrace diversity of experiences, ideas, and views
    - Make space and take space
  - Center equity in the Community Engagement Model
- **Assume good intent**
  - Be mindful of intention vs. impact
  - Critique the point, not the person
  - Take feedback with grace
  - **Keeping language in conversation real but not to be offended by views**
- **All ideas and points of view have value**
  - Welcome new ideas and ways of thinking
  - **Allow people to agree to disagree**
  - **Keeping language in conversation real but not to be offended by views**
  - **Make space take space**

# Time

- **3 hours is both LONG and short**
  - Staff can stay after the meeting
  - Staff can follow up via email or phone
  - We can add 30 minutes to the meeting
    - We will ask this in today's evaluation



# Model Content

## CARB goals

- **Agencywide** community engagement model and training to help staff engage with communities
- **Collaborate** with diverse communities to develop and implement CARB actions

## For Community Experts:

- **What must be in the model?**
- **What should not be in the model?**

# Model Content



Model Must Have/  
Cosas que son Necesarios en el Modelo

Things to Avoid in Model/  
Cosas que se Deben Evitar en el Modelo



# Jamboard

The screenshot displays the Jamboard interface. At the top, the title "Community Expert Meeting #2" is visible on the left, and navigation controls (left and right arrows) are in the center, with a "1/5" indicator between them. On the right, there is a user profile icon with the letter "K" and a "Sign in" button. Below the title bar, there are icons for undo, redo, and search, along with the options "Set background" and "Clear frame". The main workspace contains a slide titled "Narrative/Narrativa". On the slide, there are two yellow comment boxes: "This is my comment" and "There should be a bigger focus on...". A red arrow points from the right navigation arrow to the text "Click the arrows to toggle between slides".

**Click the arrows  
to toggle  
between slides**

# Jamboard

Community Expert Meeting #2

1/5

K

Sign in

↶ ↷ 🔍 Set background Clear frame

Narrative/Narrativa

This is my comment

**Click note pad icon to add note**

# Jamboard

The screenshot shows the Jamboard interface for a session titled "Community Expert Meeting #2". The top navigation bar includes a "Sign in" button and a page indicator showing "1/5". Below the navigation bar is a toolbar with options like "Set background" and "Clear frame". The main workspace contains a sticky note with the text "There should be a bigger focus on...". A dialog box titled "Sticky note" is open over the note, featuring a yellow background for the text area and a white footer with "Cancel" and "Save" buttons. The "Save" button is circled in red, and a red arrow points from the text "Click 'Save' when done" to it.

Click "Save"  
when done

# Jamboard



<https://tinyurl.com/communityengagementmodel>

# Summary of Model Content

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# Breakout Groups Logistics



## Four groups

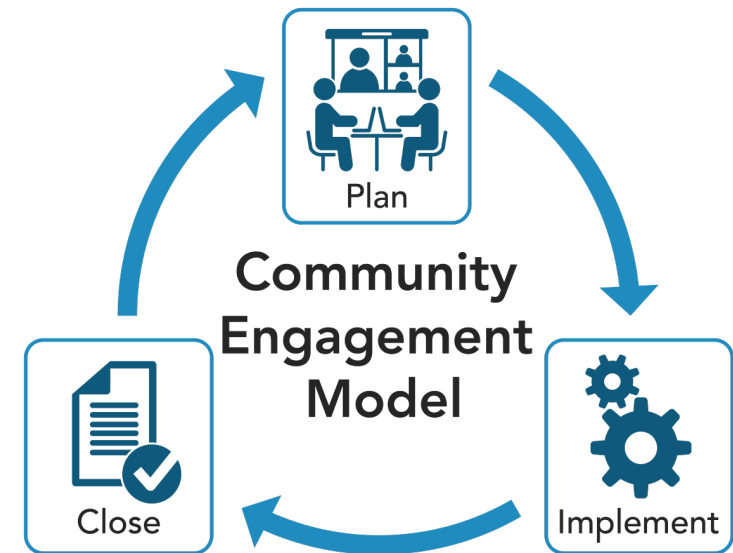
- Room 1 Stay in Main Room: Jose
  - Carolina, Esperanza, Alec, Violeta, Maria
- Room 2: Julia
  - Richard, Jasmine, Leonora, Lisa, Anetha
- Room 3: Lisa
  - Catalina, Heather, Lillian, Dr. Cassandra, Elena
- Room 4: Aldo
  - Emily, Gustavo, Vanessa, Rev. Ambrose, Ciara



# Breakout Groups Logistics

4 groups, 4 topics, 15 mins per topic

- Room 1:
  - Narrative, Plan, Implement, Close
- Room 2:
  - Plan, Implement, Close, Narrative
- Room 3:
  - Implement, Close, Narrative, Plan
- Room 4:
  - Close, Narrative, Plan, Implement



- Series of questions in order of importance. Can answer 1 or all.
- Be prepared to report back for 2-4 mins

# Jamboard



Community Expert Meeting #2



Sign in



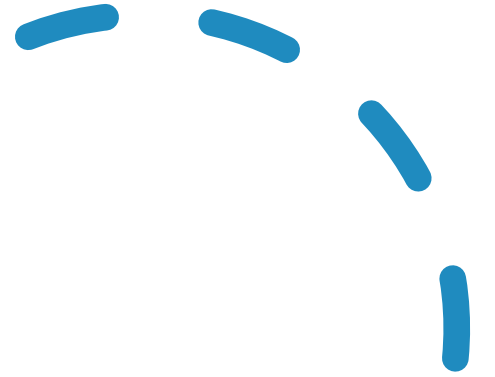
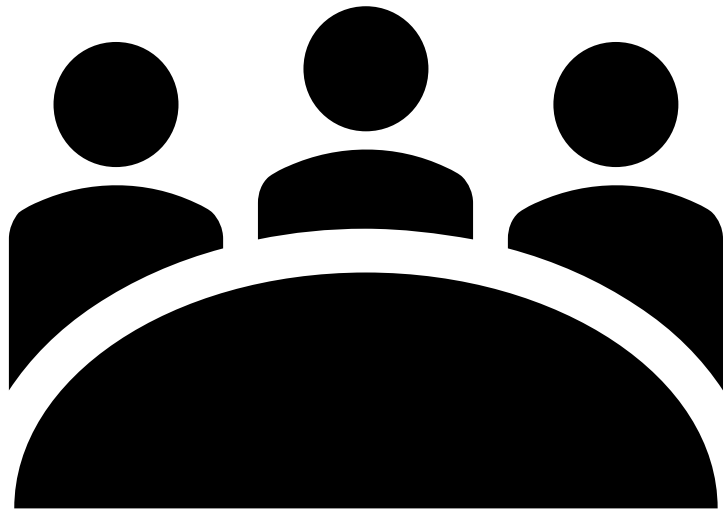
Set background

Clear frame

## Narrative/Narrativa

This is my comment

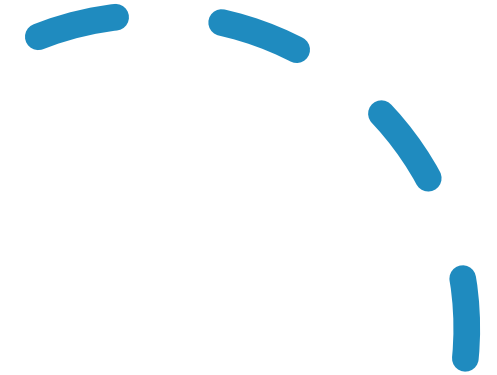
There should be a bigger focus on...



# Breakout Groups



# Jamboard



<https://tinyurl.com/communityengagementmodel>



# Narrative



1. What's missing from the Narrative?

# Narrative

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## 2. What would you add to the key principles of community engagement?

Currently the Model has:

- Inclusion and demographic diversity
- Collaboration and shared purpose
- Transparency and trust
- Openness and learning
- Safe and respectful space
- Impact and action
- Sustained engagement and participatory culture
- Careful planning and preparation
- Adaptability and flexibility

# Narrative

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3. What additional California history should be included to ground staff in the realities of environmental injustice? What resources or materials should we refer to?

Currently the Model discusses:

- Native American Tribal History in California
- Redlining
- White Flight
- Leapfrog Development

# Narrative

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## 4. How do you define community engagement?

The Model defines community engagement as:

- Community engagement is a process that uses public input to make a change.
- Community engagement is a dialogue, not a presentation. Meaningful engagement practices include both speaking and listening and a multi-directional flow of information (e.g., not just top down), insights, and opinions.



# Plan



1. What's missing from the Plan template?

# Plan

---

2. Is the engagement spectrum a good foundation for CARB to design community engagement?
  - Are there other tools, spectrums, or classifications we should consider and why?

STANCE  
TOWARDS  
COMMUNITY

## 0 IGNORE

0

IMPACT

### Marginalization

COMMUNITY  
ENGAGEMENT  
GOALS

Deny access to decision-making processes

MESSAGE TO  
COMMUNITY

*Your voice, needs & interests do not matter*

ACTIVITIES

Closed door meeting  
Misinformation  
Systematic

RESOURCE  
ALLOCATION  
RATIOS

**100%**  
Systems Admin

## 1 INFORM

1

### Placation

Provide the community with relevant information

*We will keep you informed*

Fact sheets  
Open Houses  
Presentations  
Billboards  
Videos

**70-90%**  
Systems Admin

**10-30%**  
Promotions and  
Publicity

## 2 CONSULT

2

### Tokenization

Gather input from the community

*We care what you think*

Public Comment  
Focus Groups  
Community Forums  
Surveys

**60-80%**  
Systems Admin

**20-40%**  
Consultation  
Activities

## 3 INVOLVE

3

### Voice

Ensure community needs and assets are integrated into process & inform planning

*You are making us think, (and therefore act) differently about the issue*

Community organizing & advocacy  
House meetings  
Interactive workshops  
Polling  
Community forums

**50-60%**  
Systems Admin

**40-50%**  
Community  
Involvement

## 4 COLLABORATE

4

### Delegated Power

Ensure community capacity to play a leadership role in implementation of decisions

*Your leadership and expertise are critical to how we address the issue*

MOU's with Community-based organizations  
Community organizing  
Citizen advisory committees  
Open Planning Forums with Citizen Polling

**20-50%**  
Systems Admin

**50-70%**  
Community  
Partners

## 5 DEFER TO

5

### Community Ownership

Foster democratic participation and equity through community-driven decision-making; Bridge divide between community & governance

*It's time to unlock collective power and capacity for transformative solutions*

Community-driven planning  
Consensus building  
Participatory action research  
Participatory budgeting  
Cooperatives

**80-100%**  
Community partners and community-driven processes ideally generate new value and resources that can be invested in solutions

# Plan

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3. Do you have suggestions for how to balance the need for community engagement with community fatigue? Are there best practices or things you would like to see?

# Plan



## 4. What engagement methods do you find effective?

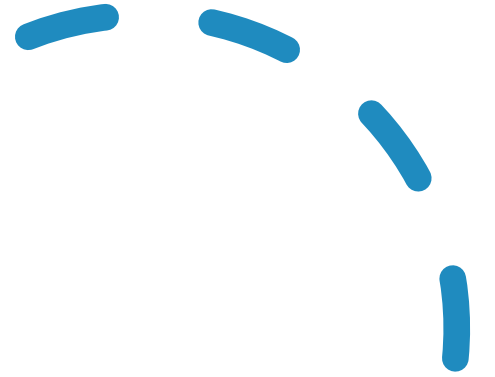
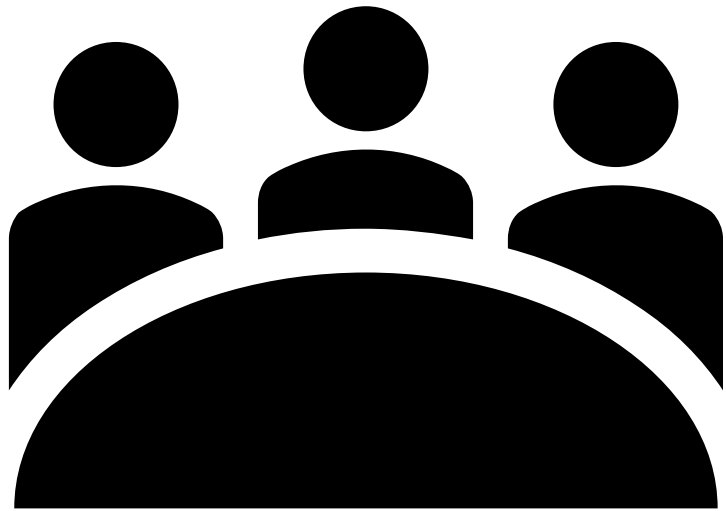
Currently the Model includes:

- Agency website
- Flyer or factsheets
- CARB Environmental Justice (EJ) Blog
- Email listservs
- Public notice/ direct mailers
- Social media
- Livestreaming meetings
- Media, including multicultural media
- TV, Radio, Newspapers
- Monthly newsletter
- Presentations
- Story maps and community hubs
- Videos



**BREAK**





# Breakout Groups



# Implement

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1. What's missing from the Implement template?



# Implement



2. What has made you feel welcomed at past public events?

# Implement

---

## 3. Are there additional trainings we should try to get for staff to improve community engagement efforts?

Currently the Model includes

- Advancing Racial Equity at CalEPA
- Communicating Effectively
- Leading at the Speed of Trust
- Implicit Bias Training
- Diversity, equity, and inclusion trainings

# Close

---

1. What's missing from the Close template?

# Close

---

2. What agencies or organizations actions have made you feel heard and that your feedback mattered?

# Close

---

## 3. Are there other things CARB should evaluate when asking community members for input on community engagement efforts?

Currently in the Model:

- Timeliness of meeting notice
- Accessibility of background material
- Length and organization of meeting / workshop
- Diversity of participants
- Inclusiveness and transparency of engagement
- Satisfaction with CARB follow-up
- Overall impressions of engagement

# Close

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4. In the past meeting, an expert said that community members don't want a certificate of participation. What other actions, besides stipends, can be used to recognize community participation?

# Full Group Report Back



<https://tinyurl.com/communityengagementmodel>



**BREAK**





# Community Dialogue Sessions

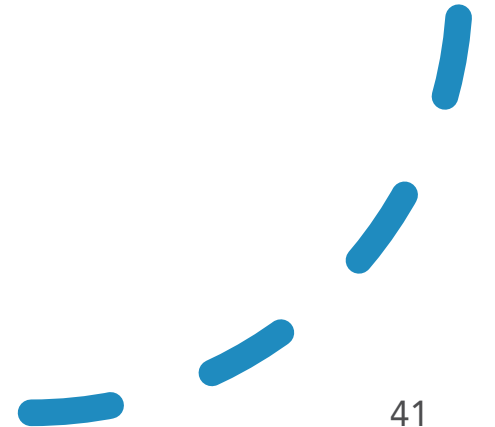
Optional  
Opportunity  
for  
Feedback

## Purpose

- Gather feedback and recommendations from the public on the Community Engagement Model

## Audience

- Communities across California



# Locations for Community Dialogue Sessions

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## What we heard

- SJV is too large of a geographic area for one location
- Select locations with most votes
- Consider
  - Accessibility - Weather, driving times, carpooling, transit access, internet access
  - Inclusion - groups who may be left out - rural areas, unincorporated areas, Tribes
  - Transparent on how locations are selected – including legal requirements, data (be aware that data can be wrong), balance high population with rural locations.

## Incorporated into Dialogue Sessions

- Two locations in SJV – Fresno & Bakersfield
- Selected locations with most votes (re-voted on location for Bay Area & LA)
- Accounting for venue accessibility – equidistance
- Phone call options for online meetings

## Incorporated into Model

# Community Dialogue Sessions

## Locations and Dates

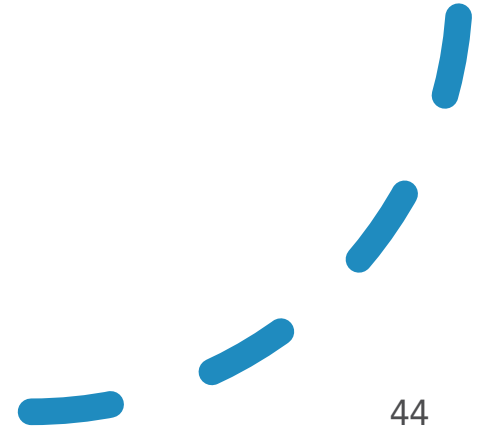
Date	City	Venue
Tues 28 Nov	Online	Online – Call in option
Wed 29 Nov	Yuba City	Yuba Senior Center
Thu 30 Nov	Salinas	El Gabilan Library
Mon 11 Dec	Oakland	East Oakland Senior Center
Tue 16 Jan	East LA	TBD
Wed 17 Jan	San Bernardino	CSU SB Santos Manuel Student Union
Thu 18 Jan	Brawley	Brawley Senior Center
Mon 22 Jan	Fresno	Vang Pao Elementary School TBC
Tue 23 Jan	Bakersfield	East Niles Senior Center
Thu 25 Jan	Online	Online – Call in option

# Community Dialogue Sessions

Optional  
Opportunity  
for  
Feedback

## Share draft agenda

- Initial feedback in this meeting
- Optional feedback in google docs



# Optional Opportunity for Feedback

## Draft agenda - 2 hours

1. Welcome and introductions – 5 mins
2. Meeting overview – 15 mins
3. Breakout groups – 60 mins (3 with 20 mins each)
  1. Outreach- How can CARB best share information and communicate?
  2. Engagement- How can CARB best partner/work with you?
  3. Follow through- How can CARB best show you we listened?
4. Break – 10 mins
5. Report back – 15 mins
6. Wrap up – 5 mins

# Optional Opportunity for Feedback

## What should the agenda for these meetings look like?

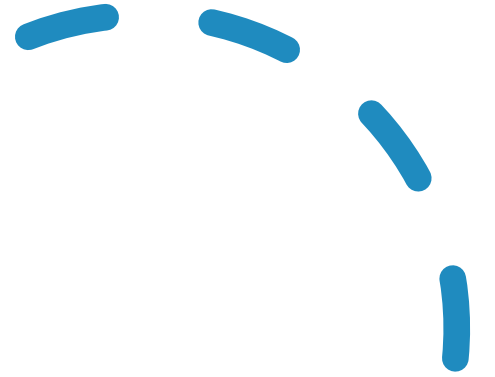
- Is there a different way to organize the meetings?
- Different questions for breakout groups?
- Other things we should discuss?

# Optional Opportunity for Feedback

## Outreach

- Video, flyer, emails, and posts on social media.
- Other ways to reach out?
- Ideas on who we should reach out to?

# Stipends, Childcare, & Food



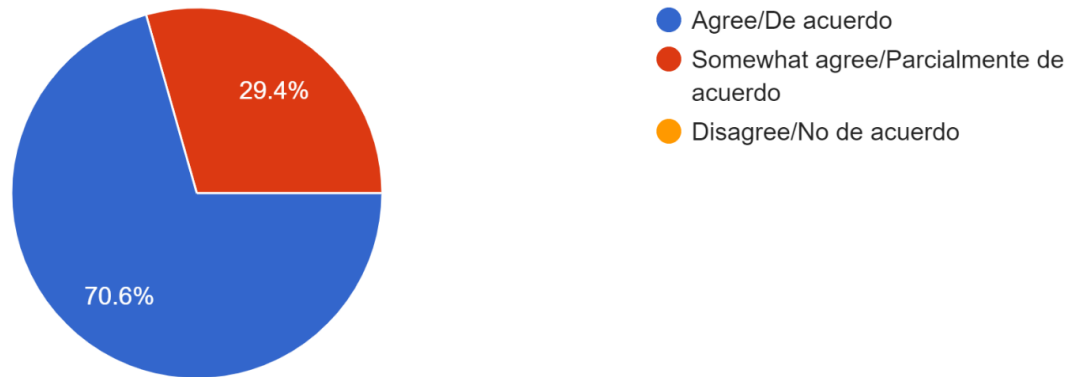


# Evaluation Results

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Choose the option below that best matches the following statement: "I understand the purpose of creating this Community Engagement Model." / Elija...crear este Modelo de Participación Comunitaria".

17 responses



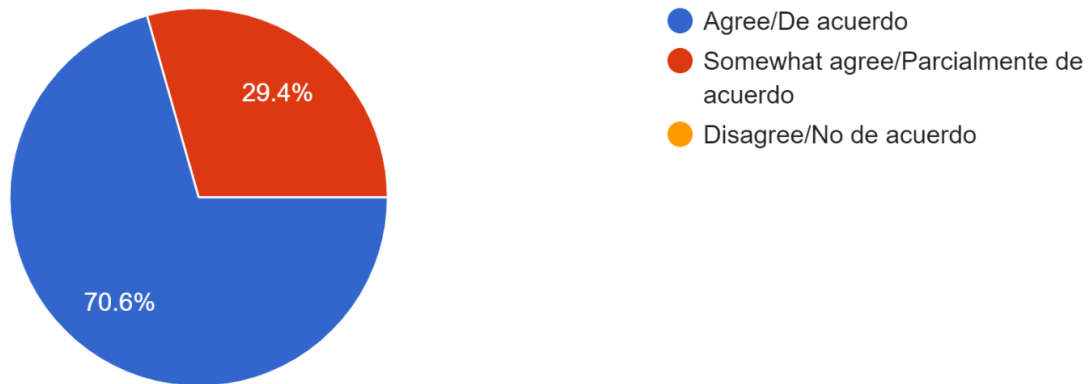
Questions on the Model?

# Evaluation Results

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Choose the option below that best matches the following statement: "I understand my role and the time commitment expected of me as a community e... que se espera de mí como experto comunitario".

17 responses



Questions about your role?

# Feedback



How we are collecting feedback

- Community Experts
- Community Dialogue Sessions
- Online form on Community Engagement Model webpage
- Phone number

What we are doing with it

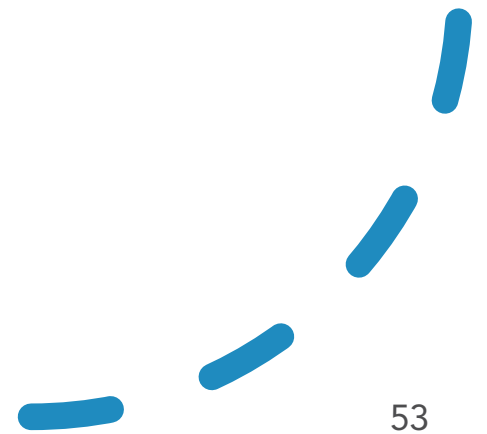
- Tracking on spreadsheet

# Wrap-up: Next Steps

- Meeting evaluation – 5 minutes
  - <https://forms.gle/ZF6ro8RNeaJ4MCQH6>
- Next Meeting will be in **2024**
  - Poll on availability will be sent next year to determine date and time

Reach out to your contract manager if you have any additional comments or questions

- 
- EXTRA SLIDES

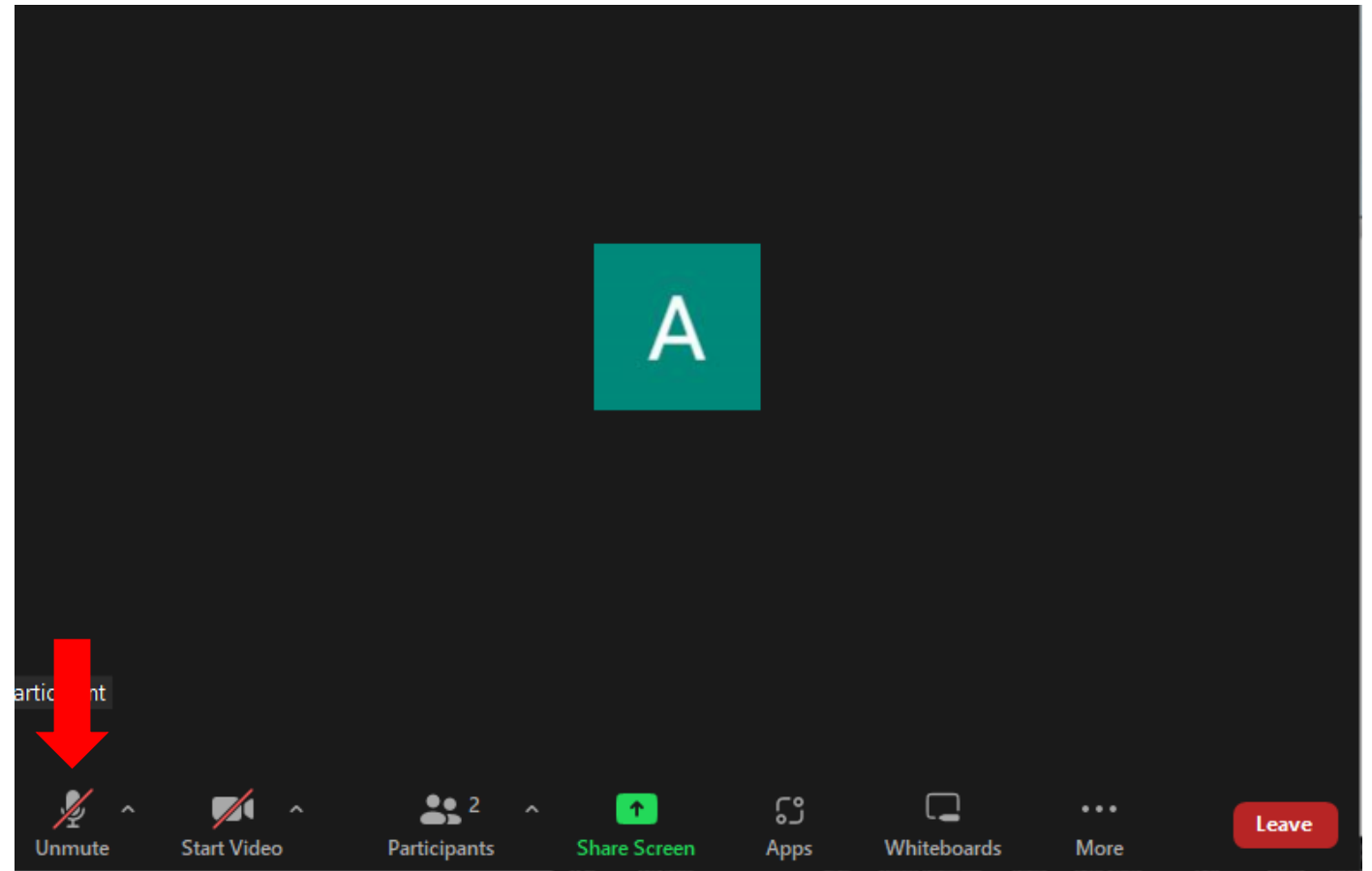


# Zoom Orientation

## Mute/Unmute

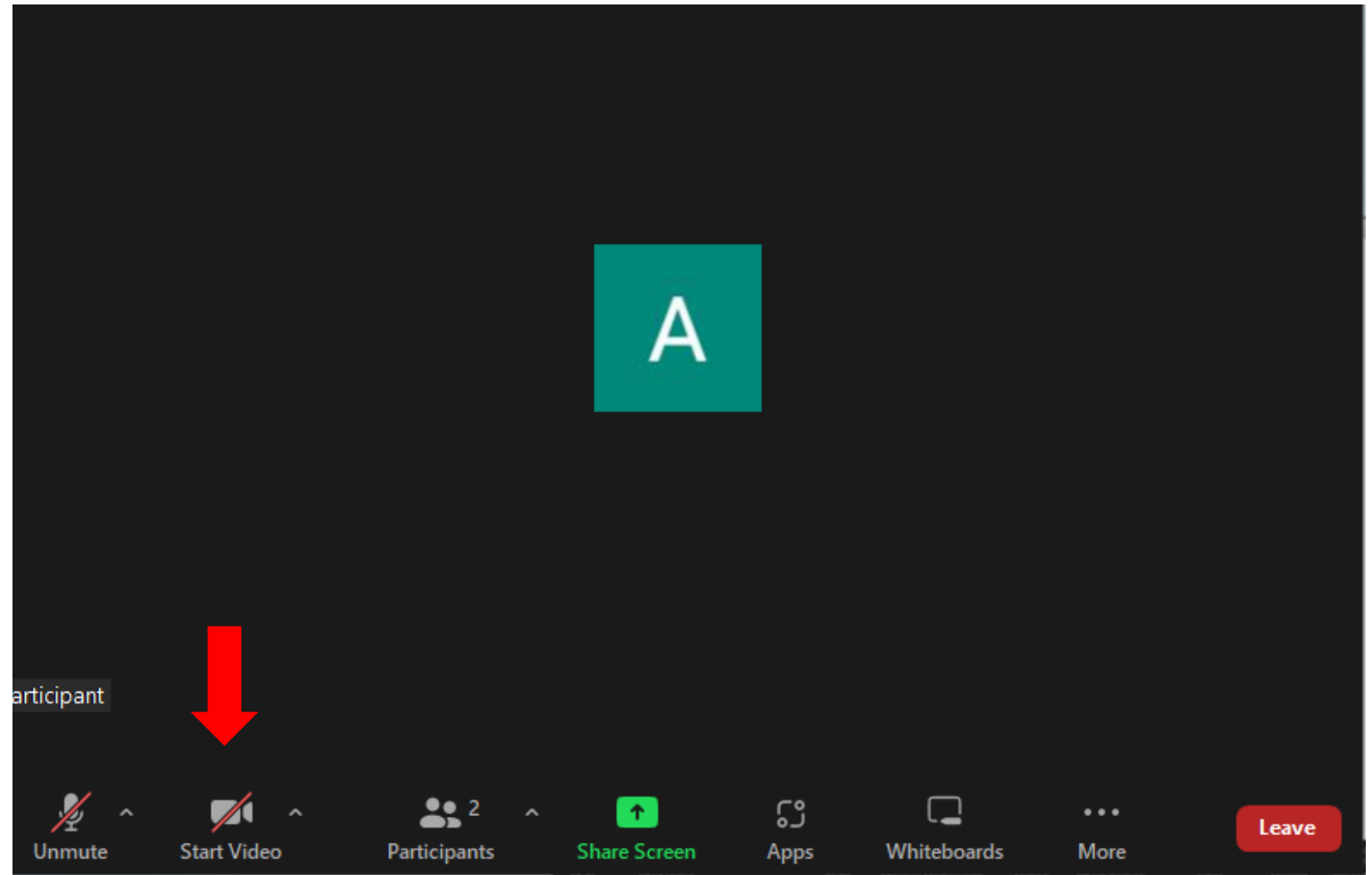
Please remain on mute when you are not speaking.

- Zoom: **Mute/Unmute** button at the bottom left
- Phone: Dial \*6 to mute/unmute



# Video

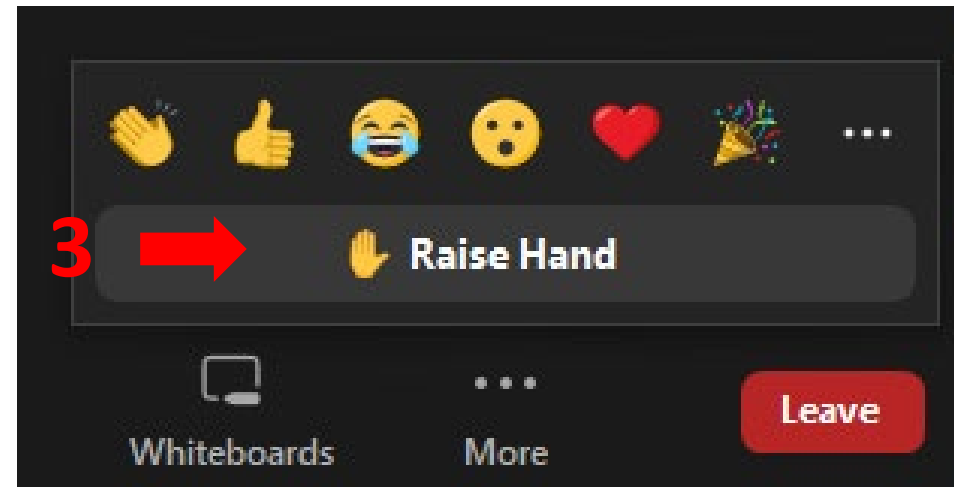
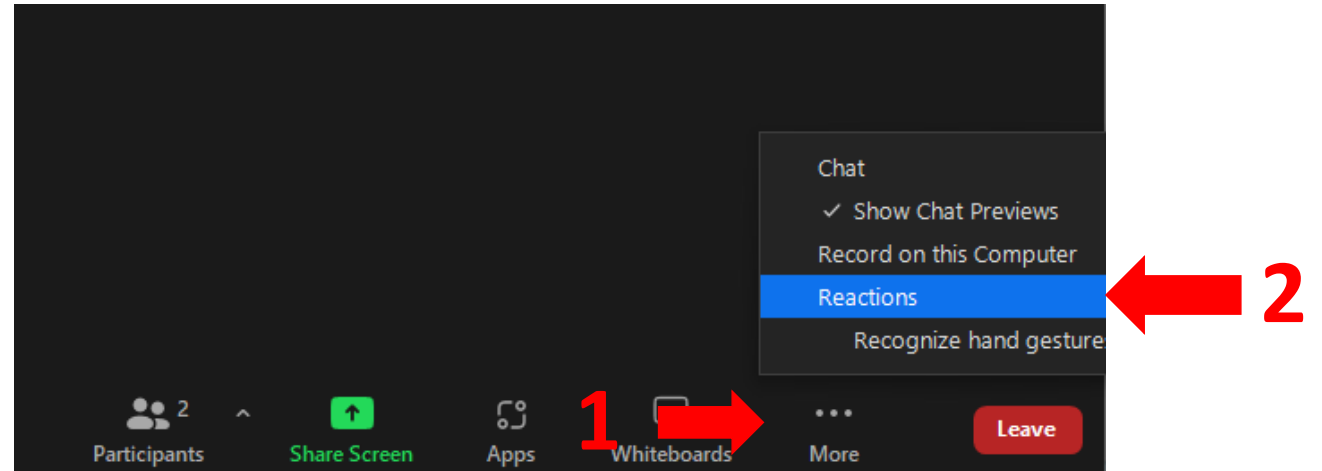
Click the camera icon at the bottom left of your screen to toggle your video on and off.



# Raise Hand

To be added to the speaking queue, please use **Raise Hand**

- Zoom: Click **Participants**, then **Raise Hand**.
- Phone: dial \*9 We'll check in with the phone line periodically.





# Chat

- Click on the **chat** icon near the center bottom of your screen.
- Choose “private” chat to chat with the Host or Co-host
- Private chats are archived.

