

Consultation Group Meeting Agreements and Goal Statements, Grouped by Theme

This is a sorted group of Consultation Group members' proposed draft meeting agreements and goal statements. Meeting agreements, by theme, are on pages 1-3 of this document, and Goal statements, by theme, are on [pages 4-8](#).

26 Consultation Group Meeting Agreements, by theme

- Active Participation (5)
- Agenda Management (2)
- Community First (1)
- Compassion (4)
- Constructive Input (1)
- Flexibility Thinking (3)
- Language (3)
- Process (2)
- Respect (2)
- Share time / Space (2)
- Shared Responsivity (1)

	Comment Category	Comment	Author
1	Active participation	Be an engaged and active participant in discussions	Domingo Vigil
2	Active participation	Practice active listening.	Walter Shen
3	Active participation	Commit to consistent engagement: Strive to attend meetings,...	Stephanie Ng
4	Active participation	...ensuring primary and alternate members stay informed on ongoing processes and developments to ensure meaningful and effective participation	Stephanie Ng
5	Active participation	Come to the meeting prepared by reviewing the agenda and supporting material prior to the meeting	Mary Elizabeth
6	Agenda management	Be willing to stay on topic and on time	Mary Elizabeth
7	Agenda management	Have a standard way to deal with topics that need more discussion than there is time.	Mary Elizabeth

	Comment Category	Comment	Author
8	Community first	While there should be open space for all members to speak, special care should be taken to ensure that the community organizations directly representing the impacted communities have adequate opportunities to share their perspectives and have these be taken seriously by CARB and other members of the Consultation Group.	Jonathan London
9	Compassion	Be compassionate; try to understand other people's feelings.	Walter Shen
10	Compassion	Remember anyone can say anything that is a trigger for someone else.	Walter Shen
11	Compassion	Assume good intentions first.	Mary Elizabeth
12	Compassion	Readily recognize if what was said could be viewed as attacking and engage in efforts to clarify meaning.	Mary Elizabeth
13	Constructive input	While all manner of comments are welcome, there should be encouragement for people to include constructive recommendations in addition to criticism.	Jonathan London
14	Flexible thinking	Be open to learning new things in new ways	Walter Shen
15	Flexible thinking	Listen to comments seeking to understand perspectives.	Mary Elizabeth
16	Flexible thinking	Be open to discussions that challenge the status quo	Mary Elizabeth
17	Language	Encourage respectful dialogue	Walter Shen
18	Language	No personal attacks - like you people	Mary Elizabeth

	Comment Category	Comment	Author
19	Language	Practice broaching difficult conversations with a standard preamble script	Mary Elizabeth
20	Process	At the end of the meeting go through the agreements and note where there could have been some improvements - living and learning	Mary Elizabeth
21	Process	Have an opportunity to ask process questions before specific topic questions	Mary Elizabeth
22	Respect	Be aware of others' comfort zones.	Walter Shen
23	Respect	Value everyone's voice and unique contribution	Mary Elizabeth
24	Share time/space	Be mindful of sharing time with other members; speak up to share thoughts and feedback, and step back to allow others to also participate.	Domingo Vigil
25	Share time/space	Share the Air - make sure that all the appointed members have an opportunity to share their perspective.	Mary Elizabeth
26	Shared responsibility	Everyone is responsible for helping each other follow the meeting agreements - not just the facilitator	Mary Elizabeth

39 Consultation Group Goal Statements, by Theme

- Alignment (2)
- Balance needs with requirements (3)
- Coordination (4)
- Deliverables (3)
- Education (3)
- Environmental Justice (4)
- Emerging Issues (2)
- Engage interested parties Inform CAPP (8)
- Process (1)
- Structure (1)

	Comment Category	Comment	Author
1	Alignment	CARB's goals and the Consultation goals should be aligned.	Janice Lam Snyder
2	Alignment	Align Regional/Local Efforts with Broader State and Local Planning	Stephanie Ng
3	Balance needs with requirements	From air district perspective: Air districts will balance community needs with programmatic requirements and provide the best practice for community engagement while addressing emission reductions and exposure of the Community Air Program.	Walter Shen
4	Balance needs with requirements	Ensure Alignment with AB 617 Statutory Objectives: CG will offer feedback, perspectives and guidance to CARB regarding development and implementation of Community Air Protection Program and related programs, so they benefit and reach local communities and are complimentary to collective work to improve local air quality	Stephanie Ng
5	Balance needs with requirements	Advise on implementation of CARB's Blueprint to ensure that the Consultation Group's work, CARB, Air Districts and CSCs remain consistent with AB 617's legally mandated requirements: reducing emissions, exposure, and disparities in disadvantaged communities, and when applicable, using local air quality data captured from community air monitoring networks to drive future work	Stephanie Ng
6	Coordination	Ensure that Consultation Group recommendations are coordinated with other CARB and planning efforts (transportation, climate, public health)	Stephanie Ng

Comment Category	Comment	Author
7	Coordination Encourage integration and alignment of CAP efforts with local government initiatives to ensure collaborative efforts to improve air quality	Stephanie Ng
8	Coordination Foster Collaboration and Partnership: Strengthen coordination among communities, local governments, regional planning agencies, air districts, and state agencies to ensure cohesive and community-driven air protection strategies.	Prithvi Deore
9	Coordination To draw lessons learned from AB 617 implementation to inform other CARB programs as well as other state agency programs.	Jonathan London
10	Deliverables Are there particular tasks that should be identified to help guide the group, at least initially?	Janice Lam Snyder
11	Deliverables Ensure Clear Goals, Accountability, and Action-Oriented Outcomes: CARB and CG will establish clear objectives and priorities for each meeting	Stephanie Ng
12	Deliverables Define specific action items with assigned responsibilities, timelines for completion, and mechanisms for follow-up and accountability	Stephanie Ng
13	Education Promote Capacity Building, Education, and Technical Support	Stephanie Ng
14	Education Support Continuous Improvement: Encourage ongoing learning, innovation, and refinement of program strategies to better achieve air quality improvements and reduce disparities across California communities.	Prithvi Deore
15	Education To promote cross learning across the members and their broader communities and organizations.	Jonathan London
16	EJ Advance Environmental Justice and Center Community Priorities: Elevate the voices, experiences, and needs of the most disproportionately impacted and overburdened communities to guide program design, funding priorities, and policy actions.	Prithvi Deore

Comment Category		Comment	Author
17	EJ	Speak truth to power by naming barriers, calling out gaps, and putting forward solutions that center frontline communities.	Rodney Andrews
18	EJ	To create a space where community organizations, representing the populations and places most affected by air pollution and with the most to gain or lose through AB 617 implementation have a co-equal voice to regulators and businesses.	Jonathan London
19	EJ	Promote Equitable and Meaningful Community Participation: CG will be a space to discuss impacts of CAP program on disadvantaged communities and development of statewide strategies	Stephanie Ng
20	Emerging issues	Utilizing their individual, agency or organizational expertise, the Consultation Group is expected to provide insights on emerging issues related to Community Air Protection.	Walter Shen
21	Emerging issues	A CARB Goal includes elevate emerging issues but not what the Steering Committee groups think are emerging issues.	Mary Elizabeth
22	Engage interested parties	To increase their knowledge of the Community Air Protection program, the Consultation Group should participate in ongoing learning, and engagement with stakeholder groups	Walter Shen
23	Engage interested parties	Another goal should include review of annual survey of Steering Committee groups on issues that may be problematic for their local work.	Mary Elizabeth
24	Engage interested parties	There should also be greater specificity regarding what is meant by "broader engagement" in program implementation.	Janice Lam Snyder
25	Engage interested parties	Promote Community Involvement and Empowerment: Identify opportunities to enhance community engagement in air quality monitoring, data interpretation, and participation in environmental decision-making processes.	Prithvi Deore

Comment Category	Comment	Author
26 Engage interested parties	To ensure that a diversity of perspectives of CSC members and others from/ representing disadvantaged communities across the California (not only in the designated 617 communities) are reflected in on-going assessment and improvements to the policy and its implementation practices.	Jonathan London
27 Engage interested parties	To provide a forum where diverse, and even divisive issues and perspectives on AB 617 can be heard and discussed in a collaborative and constructive manner.	Jonathan London
28 Engage interested parties	Discuss processes by which priority communities, including residents, community-based organizations, business, local government, air districts and other impacted stakeholders, can share freely and openly their thoughts and experiences	Stephanie Ng
29 Engage interested parties	Yes, I think that periodic regional meetings of CSC members, members of CNC, and CG members would be fruitful. This would not require extensive travel, and could take place in the SF Bay Area, Sacramento, and the San Joaquin Valley.	Rebecca E. Skinner
30 Inform CAPP	Consultation Group is expected to demonstrate knowledge, skills, competencies that elevate Community Air Protection program	Walter Shen
31 Inform CAPP	A goal could be to "identify opportunities to enhance program implementation that can inform the next iteration of the Blueprint"	Domingo Vigil
32 Inform CAPP	A goal should include periodic evaluations and recommendations for improvement that are available under the statutes what where legislative loopholes, cracks, exist that should be clarified and/or amended.	Mary Elizabeth
33 Inform CAPP	Ensure all facets of CAP Program work in unison towards goals of program and that there aren't efforts that are duplicative (ex. CERP development, community air grants, development of training series)	Stephanie Ng
34 Inform CAPP	Provide feedback to CARB on any needed tools, resources, trainings, etc are needed to help continuing to build capacity in communities to participate in air quality efforts	Stephanie Ng

Comment Category		Comment	Author
35	Inform CAPP	Provide Strategic Guidance: Offer informed advice and recommendations to CARB to support the effective development, implementation, and evaluation of Blueprint 2.0, ensuring alignment with the CAPP's objectives.	Prithvi Deore
36	Inform CAPP	To observe and consult with the respective CG members' local CSC, and to discuss and develop a clear list of CSC Best Practices.	Rebecca E. Skinner
37	Inform CAPP	To offer constructive input to CARB on its proposed new implementation activities and feedback on its outcomes as they play out in specific communities and at the statewide scale.	Jonathan London
38	Process	While the goal setting should occur in person, here are a few initial suggestions for discussion.	Jonathan London
39	Structure	This section is taken partly from the CARB goals section. Two separate sections for goals can cause confusion, implying two different sets of goals for the Consultation Group and another for CARB.	Walter Shen