NCEC Leadership & Decision-making Task Force Recommendation: Rotating Facilitators Leadership Model

(Modified rotating chair structure)
7/16/2009

Description:

- 2 facilitators at a time: 1 primary facilitator, 1 associate facilitator
- 1 of 2 facilitators conducting the meeting
- Facilitators rotate every 4 months with 2-month overlapping terms

Facilitator Roles/Responsibilities:

- Finalize agenda
- Work with staff in handling new agenda items (timing/placing new items into future agendas)
- Run the monthly meeting

Illustration of Rotating Facilitators:

Co	Commission Members		Facilitators Schedule										
1	Anne			Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct
2	Anthony	l ⊸∕	Primary Facilitator	1	1	2	2	3	3	4	4	5	5
3	Becky		Associate Facilitator	2	2	3	3	4	4	5	5	6	6
4	Brian	-				^							
5	Cathy					17							
6	Chris	-											
•	•	•	\checkmark										

Charted Facilitators Schedule											
Commission Member	Primary Facilitator	Associate Facilitator									
Anne	Jan, Feb										
Anthony	March, April	Jan, Feb									
Becky	May, June	March, April									
Brian	July, Aug	May, June									
Cathy	Sep, Oct	July, Aug									
Chris	Nov, Dec	Sep, Oct									

Implementation:

Pilot leadership model for 8 months: This allows for 5 commission members (volunteer-based and randomly sequenced) to have at least one facilitating role. (Draw lots for positions if more than 5 commission members are interested in facilitating during the pilot phase.)

Task Force Considerations:

- A balance between effective, efficient meetings and leadership development for members
- Distributed leadership (avoids deep hierarchical structure)
- Pilot phase allows for assessing the structure

NCEC Leadership & Decision-making Task Force Recommendation:

Consensus-seeking or Consensus/Voting hybrid decision-making process

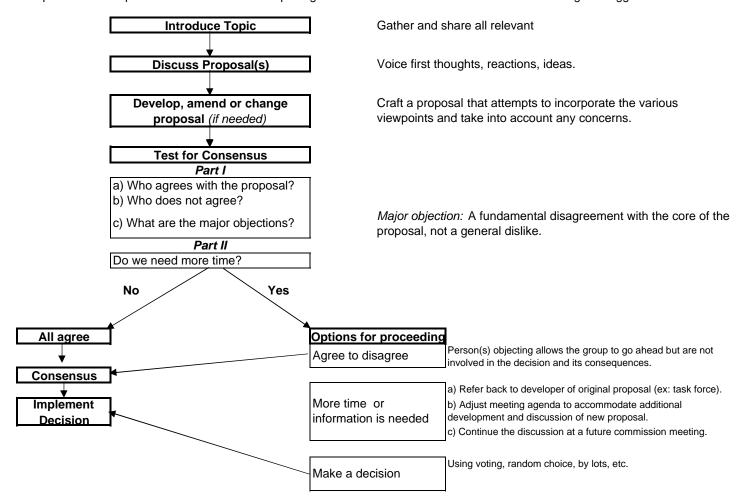
July 16, 2009

Typical agendas will clarify if the agenda item is informational, for approval, for discussion and recommendation, or discussion and guidance. For the items requiring discussions the consensus-seeking model will be used. If a discussion does not produce agreement the consensus/voting hybrid allows the group to opt for another option for coming to a conclusion.

Please note that consensus decision-making is not the same as unanimity.

Consensus-seeking decision-making (also known as consensus/voting hybrid decision-making) is a consensus decision-making variant known as Formal Consensus but with the additional option of a fallback voting procedure if consensus appears unattainable during the consensus-seeking phase of the deliberations. Ideally the fallback voting option is only exercised after all reasonable attempts to address concerns have been exhausted, although in practice this might be constrained by time limits imposed on the deliberations. When consensus is deemed to be unattainable, either the "presenter" of a proposal or the "facilitator" of the deliberations is empowered to choose the closing option of a fallback vote.

Consensus is a decision-making process that works creatively to include all persons making the decision. Instead of simply voting for an item, and having the majority of the group getting their way, the group is committed to finding solutions that everyone can live with. This ensures that everyone's opinions, ideas and reservations are taken into account. But consensus is more than just a compromise. It is a process that can result in surprising and creative solutions - often better than the original suggestions.*



Implementation: Pilot for 8 months with proposed Rotating Facilitators Model

^{*} Seeds for Change, www.seedsforchange.org.uk

Neighborhood and Community Engagement Commission



Neighborhood and Community Relations www.ci.minneapolis.mn.us/ncr

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Bylaws Task Force

Charge

- Develop recommended bylaws for the Neighborhood and Community Engagement Commission (NCEC)
- Membership to include 5 to 8 NCEC members

Anticipated time commitment

- Approximately 2 months
- 3-4 meetings plus work via email
- * First meeting TBD

Deliverables

Bylaws recommendation to the full commission.

Reporting

Task force member(s) will report back to the full NCEC with deliverables.

Resources

City Staff will:

- Provide details about any applicable minimum requirements (per City Ordinance or State Statute)
- Assist in finding samples
- Assist with formatting of final recommendation

City Staff contact and support

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