

Dorothea Dix Draft Master Plan Advisory Committee

1. DECISION-MAKING PROCESS

The Committee will strive to achieve consensus of all members represented at the meeting. Consensus prevents domination by the majority, allows building of trust, and ensures that all points of view are carefully considered. Consensus does not mean that everyone will be equally happy with the decision, but rather there is general agreement and support for the best decisions or recommendations that can be made at the time after robust discussion.

In making decisions, each Committee member will indicate his/her concurrence on the Master Plan using a five-point scale:

1. **Endorsement** – Member fully supports it.
2. **Endorsement with minor point of contention** – Basically, member likes it.
3. **Agreement with minor reservations** – Member can live with it.
4. **Stand aside with major reservations** – Formal disagreement, but will not block or hold up the proposal/provision.
 - Abstain
 - Require more information
5. **Block** – Member will not support the proposed plan.

Staff will report the Committee's consensus on a given proposal by open polling of the members present. The levels of consensus are:

- **Consensus** - All Committee members present rate the proposal as a 1, 2 or 3.
- **Consensus with Major Reservations** – All Committee Members present rate the proposal as a 1, 2 or 3, except at least one Committee member rates it as a 4.
- **No Consensus** – Any Committee member present rates the proposal as a 5.

If all efforts have been made to arrive at full consensus, but it appears that the Committee will not be able to achieve it, the group may choose to proceed with less than full consensus in order to achieve progress. In the event of lack of consensus, the Committee will;

- Allow time for the dissenting parties to express their concerns and rationale, and alternative points of view,
- Note the range of views presented on the decision or proposal at hand and record those views in the meeting summaries, and,
- Make clear in any verbal or written communications that the decision to proceed with less than consensus was made in order to proceed, but that consensus was not achieved.

At the conclusion of a process, a final report will document the outcome of the decision. All recommendations, major reservations, and the full lack of support to implement recommendations or decisions will be documented. This information will be documented in meeting summaries and the final report provided to the MPEC and City Council.

