

# MEMO

Date: February 25, 2022

From: Walter Schacht, chair  
CPARB Board Development Committee

To: Janice Zahn, Chair, CPARB  
Bill Dobyys, Vice Chair, CPARB

Re: Chair and Vice-Chair Elections, May Meeting

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The Board Development Committee met on February 25 to discuss chair and vice-chair elections, currently scheduled for a board meeting on May 12. Following is a summary of the committee's recommendations.

First and foremost, the committee encourages all board members to consider their interest in a leadership position. The committee asks candidates to submit a letter of interest (no more than two pages) to the board by May 2 to inform the dialogue at the May 12 board meeting. The committee identified criteria for the board to consider as part of selecting new leaders:

## Qualifications

For example:

- level of practice, how have they been involved in alternative public works
- familiarity with legislative process
- Meeting management, experience with Robert's Rules of Order
- Stakeholder engagement

## Approach to Leadership

For example:

- strategic thinking, establishing priorities
- ability to facilitate board dialogue, empowering all members and the public to engage, consensus building/conflict resolution, impartiality
- Time commitment/support of organization
- willingness to balance stakeholder group interests with board interests
- **Demonstration of embracing and using BE/DBI practices**

## Vision/Mission

For example

- Where do you want the board to go and how do you plan to get there?
- Commitment to diverse business inclusion and implementing Section 20 of SB 5032
- **Elaborate or explain your experience working with BE/DBI in the industry.**