

Hollister Ranch Coastal Access Program

Working Group Principles of Participation



Mission Statement

The mission of the Hollister Ranch Coastal Access Program (HRCAP) Working Group is to assist the state agency team charged with developing the HRCAP. The group will help in evaluating stakeholder input and creatively developing workable solutions to facilitate public coastal access through Hollister Ranch.

Qualifications of Working Group Members

Working Group members are being sought based on several criteria and qualities, including:

- Commitment to working collaboratively with other Working Group members to help develop workable approaches to increased coastal access through Hollister Ranch
- Ability to respect and listen to people who hold other perspectives
- Commitment to stay involved throughout the stakeholder engagement process
- Ability to empathize with all stakeholders' needs

In addition to the above, the state agencies are seeking members who possess one or more of the following:

- Subject matter expertise that would inform the feasibility of potential access options
- Knowledge of successful programs involving similar situations and similar challenges
- Knowledge of regional needs, opportunities and deficiencies for coastal access related to recreation, education, and underserved populations
- Knowledge of diversity, equity, and inclusion concerns related to public access
- Knowledge of available funding mechanisms for creating sustainable access programs
- Knowledge or a perspective that will provide wisdom and balance to the group's collaborative efforts

Size

The Working Group is expected to consist of 10 to 12 volunteer members plus state agency representatives.

Selection Process

Prospective members should submit a statement of interest volunteering to serve on the Working Group, stating why they wish to serve and how they would meet the outlined qualifications. Selection will be made by the state agency team in consultation with the facilitator and based on the applicants' qualifications. The collective members will be selected to create a credible group that possesses a diverse, balanced composite of relevant knowledge, expertise and perspectives.

Meeting Frequency

Meetings, whether online or in person, will be held as needed based on milestones in the planning process. Over the next year, it is anticipated that need will arise four to six times.

Responsibilities of Committee Members

To accomplish the mission described above, Working Group members are being asked to:

- Be or become familiar with the policies and legislation the HRCAP is intended to satisfy
- Help define and refine overall project objectives
- Help develop workable, balanced and creative solutions that could meet HRCAP goals and objectives
- Provide informed feedback to the agency team on the potential effects, both intended and unintended, of any proposed solutions under consideration
- Listen carefully to others; the Working Group will function best when all stakeholders' values and perspectives are respected
- Help create and maintain a productive working environment

Discussion Process

Working Group members are expected to work together collaboratively. To accomplish this goal, Working Group members agree to abide by the following discussion process during their deliberations:

- All members are welcome to speak freely
- All perspectives are valued
- Comments should be brief and constructive so that all members have an opportunity to participate
- One person speaks at a time
- Listen to understand, not debate, to facilitate collaborative dialogue
- A neutral third-party will facilitate the meetings

Attendance

In order for the process to work effectively, full participation of members will be essential. Working Group members are asked to commit to consistently participate in meetings and/or conference calls and review documents and data as needed. It is estimated that the commitment could amount to as much as 8-12 hours in most months for the remainder of 2020. If a member fails or is unable to meet that commitment, they may be asked to step down from the group, and the state agencies reserve the right to replace that member if deemed necessary and appropriate.

Support

A neutral third-party facilitator will facilitate all Working Group meetings. The role of the facilitator is to ensure all perspectives are heard through a respectful discussion process. The project team will provide technical and logistical support, including making presentations, answering questions, coordinating meetings, and documenting meeting content. The neutral facilitator will review all meeting summaries for substance, tone and overall accuracy.

Meeting Agendas

The project team will be responsible for preparing the agendas, with consideration of input from Working Group members. Agendas and relevant reference materials will be distributed by email in advance of each meeting.

Information Sharing

Working Group members may want to share information and documents with other Working Group members during the discussion process. To ensure that all members have the same information available to them, all documents are to be distributed through an established point of contact.

Media

Working Group members are free to communicate with the media. However, members are asked not to make public statements about the Working Group's deliberations to the media that would tend to hamper constructive discussions. State agency staff and consultants will also refrain from such statements about the Group's deliberations.