Solano Bayshore Resiliency Roundtable

FINAL Shared Vision
[Charter]

Adopted May 11, 2023

The purpose of this Solano Bayshore Resiliency Roundtable (Roundtable) Charter is to define and document our shared values, agreements, and practices for how we will work together. The Charter will be reviewed and updated as needed.

1. **Roundtable Purpose**
   a. Learn about each other's work
   b. Brainstorm and develop potential collaboration ideas
   c. Jointly pursue funding opportunities

2. **Roundtable Objectives**

   a. Coordinate efforts to:
      - Expedite development of critical climate adaptation projects;
      - Seek innovative solutions that realize economies of scale that integrate each others' interests;
      - Secure the health of the Solano Bayshore for the long-term benefit of people and nature.

   b. Maximize opportunity for:
      - Funding;
      - Information sharing and collective data management;
      - Awareness about each others' projects.

   c. Be adaptation leaders
      - Serve as an example for how to do sub-regional work and advance our collective agendas.

3. **Shared Values**

   a. Ensure that vulnerable communities are prioritized in project implementation
   b. Build capacity for community and organizations to plan and implement adaptation projects
   c. Improve the health of the Suisun Marsh and San Francisco Bay and seek to incorporate nature-based solutions in all projects
   d. Serve as leaders in our community and region on how to collaborate on projects

4. **Composition and Meetings**

The Roundtable meets monthly and meetings are open to any individual or organization interested in advancing climate adaptation in the Solano Bayshore Region. Participants are invited to meetings through a calendar invite. Any interested party can email ecorwin@fssd.com to be included on the email list and meeting invitation. A list of current Working Group participants can be found on the Solano Bayshore Resiliency Roundtable website at www.fssd.com/public-outreach/solano-bayshore-resiliency-roundtable

5. **Meeting Agreements**

a. Speak from your own experience

b. Listen for understanding

c. Respect differences; be curious

d. Let everyone participate

6. **Meeting process**

a. Meetings will begin and end on time

b. Agendas will be provided 1-5 days ahead of time

c. Notes and action items will be sent out following the meeting

7. **Communication Methods**

a. Website

The website contains contact information for members of the public, the group charter, meeting notes and materials, participating organizations and other resources.

b. Email

Email is the primary communication tool for Roundtable members and will be used to send meeting notices, agendas, and meeting notes to participants. Individual emails and phone calls may also be used to communicate between individual members.

c. Meetings

Meetings will be held on Microsoft Teams and may be held in person in the future or as determined by Roundtable participants.

8. Consensus-based Decision-Making

The Roundtable shall use the following consensus-based decision-making process. In consensus-based decision-making, consensus does not always signify that a member will agree to a preferred option, rather, a member will accept a proposal that they can "live with" to further the group's agenda.

Consensus will be reached by taking a poll. Members can vote either "thumbs up," "thumbs down," or neutral. The group will strive for full consensus, meaning that for a decision to be approved, all members will vote either "thumbs up" or neutral. If consensus is not reached, the Roundtable members will discuss the concerns and amend the decision accordingly.

9. Administration

The Fairfield-Suisun Sewer District is providing in-kind staff support for the establishment and ongoing administration of the Roundtable. Staff is developing funding proposals in partnership with Roundtable members to identify dedicated funding to advance the Roundtable objectives.

The Fairfield-Suisun Sewer District will administer any funds received on behalf of the Roundtable until such time that another mechanism is established for managing funds for the Roundtable.

10. Participating Partners

Upon agreeing to the shared values and practices described in this charter, partners will have the opportunity to be listed on the Solano Bayshore Resiliency Roundtable website as participants.