

Collaborative Decision Making On Community Issues

*Prepared for the
Leadership Austin Class of 2003
By Corder/Thompson & Associates*

Stakeholder Process	Public Process
<p>Convening Stage</p> <ol style="list-style-type: none"> 1. Determine whether the problem is appropriate for a collaborative process <ul style="list-style-type: none"> • Is the issue negotiable? • Is there time for a collaborative process? • Are there clearly-defined constituencies? • Are the constituencies organized enough to have true representatives? 2. Clarify decision-making roles <ul style="list-style-type: none"> • Who has authority to make a decision if the stakeholder process fails? • What is the decision-making authority of the stakeholder group? 3. Interview key stakeholders to assess their interests and willingness to participate <ul style="list-style-type: none"> • What are the issues? • What are the interests? • Under what conditions will they come to the table? 4. Identify stakeholders to be invited to the process <ul style="list-style-type: none"> • Who has the power to implement the decision? • Who has the power to block the decision? • Who has little power, but will be impacted? 5. Convene the stakeholder group 	<ul style="list-style-type: none"> • Initial PR process/public meeting to educate the public on the issue and describe the process
<p>Group Protocol Stage</p> <p>Meet to agree upon specific guidelines:</p> <ul style="list-style-type: none"> • Confidentiality • Dealing with the press • Location of meetings • Scheduling of meetings • Definition of consensus • Etc. 	

Stakeholder Process	Public Process
<p>Problem-Solving Stage</p> <ol style="list-style-type: none"> 1. <u>Identify the Problem</u> <ul style="list-style-type: none"> • Educate the group about the problem • Identify the key issues and concerns 2. <u>Clarify Interests</u> <ul style="list-style-type: none"> • Look for substantive, procedural and psychological interests • Identify technical or scientific parameters 3. <u>Generate Options</u> <ul style="list-style-type: none"> • Look for options to address the interests • Incorporate input from technical experts 4. <u>Evaluate Options</u> <ul style="list-style-type: none"> • Reach consensus on a plan to address the interests 5. <u>Develop a Plan</u> <ul style="list-style-type: none"> • Specify timeframes and responsibilities for implementation • Identify resources needed for implementation • Submit plan for member organization ratification • Finalize agreement • Celebrate! 	<ul style="list-style-type: none"> • Stakeholders meet periodically with their constituent groups for consultation and feedback • Public meetings are held at crucial points in the process to provide updates and solicit input • Build ownership and support with commissions or boards who will need to ratify the stakeholder group's agreement
<p>Implementation and Evaluation Stage</p> <ul style="list-style-type: none"> • Develop criteria for evaluation • Engage the stakeholder group in an ongoing monitoring process 	