

## City of Flint Charter Review Commission

# Charter Review Advisory Committee

### ROLES AND RESPONSIBILITIES

*It shall be the function and purpose of the Charter Review Advisory Committee to advise the City of Flint Charter Review Commission on matters relating to the City of Flint Charter and the process for review of the Charter, and to suggest or be available for consultation with regard to the charter review process, proposed charter language and public outreach activities which the Commission may undertake, consistent with its purposes, in furtherance of its mission set forth by the citizens of Flint. The Charter Review Advisory Committee shall serve solely in an advisory capacity.*

**Role: Support increased public involvement in the City of Flint Charter Review Process in the community.**

Responsibilities:

- Attend monthly Charter Review Advisory Committee meetings
- Attend additional Charter Review Community Meetings and provide volunteer support at larger community meetings when needed
- Share information with the community on the City of Flint Charter Review process, updates, meetings and events

**Role: Inform the City of Flint Charter Review Commission of the impact, reception and perception of the City of Flint Charter by in the community.**

Responsibilities:

- Ask for and listen to the community's reception and perception of the Charter.
- Communicate ideas, questions and concerns regarding the Charter.
- Notify the Charter Review Commission of community programs and events that the Charter Review Commission could connect with for the Charter Review Process.
- Be available to advise the Charter Review Commission when needed.

**Operational Items for Charter Review Advisory Committee:**

- **Chairperson:** The Advisory Committee will have a rotating Chairperson. Chairpersons will be selected at the previous meeting to serve as Chair and the next meeting. The Chairperson will also be from a different Ward each time they meet. The Chairperson will meet with the Public Outreach Committee Chair to go over the agenda prior to the meeting.
- **Speaking to the Media:** The Advisory Committee members will not represent the Charter Review Commission in speaking with the media.
- **Group Agreements:** The Advisory Committee will develop group agreements to guide how they will work together.

### ***Guiding Principles for the City of Flint Charter Review Commission***

*The City of Flint Charter Review process will be open to all Flint citizens. The Commission will ensure that public voices are recognized and that information is open and accessible to the public. The Commission will go to where the people are and will reach out to residents and businesses from all wards. The Commission will seek to engage and educate the community on the City of Flint Charter and will consider all ideas heard in the community. (Adopted June 18, 2015)*