



**POLICY TITLE: Cambria Community Services District Operating Principles for the Board of Directors, Standing Committee Members, and Staff**

**POLICY NUMBER: 3230**

**3230.1 IMPLEMENTATION**

- The Cambria Community Services District (CCSD) is committed to adhering to these Operating Principles and will evaluate, learn and adjust them based on what we learn.
- Upon the occurrence of what appears to be a breach of these Principles, the Board President and Committee Chair are committed to addressing the perceived breach with the individual involved, prior to the full Board or committee taking up the issue.
- These Operating Principles shall be included in every CCSD public meeting agenda packet.

**3230.2 COMMUNICATION OPERATING PRINCIPLES**

- All communication from Board members, Standing Committee Members and staff shall be accurate and on topic. We shall respectfully practice active listening when fellow members, staff, or members of the public are speaking. All comments from Members and staff shall be made in a professional and respectful manner.
- The Board President and the General Manager will be the spokesperson for the Board's official position when responding to inquiries from the media.

**3230.3 PROCESS OPERATING PRINCIPLES**

- The Board and Committee Members shall seek, whenever possible, to resolve policy issues and set priorities through orderly conduct and by building consensus. We are committed to implementing CCSD's Mission Statement and to work as a team.
- Staff are committed to making all available information and analysis of alternatives available to Board members well in advance of decision points, allowing us to make thoughtful and informed decisions.
- All requests from the Board for information/agenda items will be directed to the General Manager and provided to all Board members.

**3230.4 DECISION MAKING OPERATING PRINCIPLES**

- When making policy, setting priorities or initiating major capital projects, the Board, Committees, and staff shall:
  - Ensure the issue has been properly framed.
  - Consider all appropriate alternatives.
  - Ensure that the analysis is adequate and unbiased.
  - Consider the perspective of all the Board members, Standing Committee members, staff, members of the public and other stakeholders.

**3230.5 RELATIONSHIP OPERATING PRINCIPLES**

- The Board, Standing Committee members, and staff shall strive to create an environment that promotes public engagement and participation, trust, respect, appreciation among Board members, Standing Committee Members, staff and members of the public.
- The Board, Standing Committee Members, and staff shall support CCSD's mission and recognize the authority of the Board after decisions are made.