**Proposal: Decision Making - APPROVED 11/22/2022**

**Overview**

The committee will use a consensus based decision-making process, striving for agreement on decisions from all members. The committee’s goal is to provide a space for thoughtful, deliberate, and inclusive dialogues around issues. Committee members agree to act fair, reasonable, and with integrity throughout deliberations to build trust within the committee and the broader community of Cambridge.

**Decision Making Rule**

The committee will use the fist to five decision method to make all tentative decisions until the final vote at the end of the process. This decision tool allows the degree of support for an issue to be easily determined for both the committee as a whole and individual members. The goal will be for all “4”s and “5”s on a decision, if there are “3”s, the committee should ask those members to voice their specific concerns, but the decision can still move forward. The committee agrees to seek to resolve or compromise on all 0-2s.

* 1. **5** - Whole support, I will champion this issue
  2. **4** - Positive support, I’m fine as it is
  3. **3** - More positive support than negative, minor issues to be resolved later (will not block consensus)
  4. **2** - Minimum support, minor issues to be resolved now
  5. **1** - Minimum support, major issues to be resolved now
  6. **0** - No way, opposed to issue

Where consensus on an issue cannot be met after extensive discussion in good faith, the committee will use a majority vote of present members to move decisions forward.

For the final charter recommendations at the end of the process, the committee will use a roll call vote and require a majority of the whole committee to pass the final report, recognizing unanimous support for the final proposal is the goal.

**Expectations**

* The facilitator will call for all decisions and clearly repeat the statement and pause to allow any committee members to ask questions or comments. Committee members can suggest the facilitator move to a decision.
* Committee members will raise their hand to show their on screen.
* All decisions building up to the final vote at the end of the committee's work will be tentative as this review project is an iterative process, committee members should feel comfortable to revisit previous topics, and alter earlier decisions.
* Allow for recording of minority views with a summary of reasons to include in report.
* Adoption of minutes and meeting materials (or other procedural matters) will continue to use roll call vote.