

## Community Advisory Council (CAC) Charter

### Purpose:

The Community Advisory Council (CAC) was established in March 2022 by the Office of the Independent Consent Decree Monitor for the City of Aurora (the “Monitor”). The CAC’s purpose is to provide the Monitor with input from and sentiment of the community and, to relay status updates and other relevant information back to the community, as warranted and appropriate, regarding the reform efforts of the City of Aurora under the Consent Decree.

### Mission Statement:

The mission of the Community Advisory Council (CAC) is to serve as a vital bridge between the community and the Office of the Independent Consent Decree Monitor for the City of Aurora. We are dedicated to promoting the effective implementation of reform efforts mandated by the Consent Decree. Our goal is to foster a safer, more just, and transparent policing environment in Aurora.

### Commitment to:

- Respect: Engaging with one another and the community with the utmost respect, valuing diverse perspectives and experiences.
- Collaboration: Working together in a spirit of collaboration, understanding that our collective efforts are stronger than any individual contribution.
- Inclusivity: Embracing the unique experiences and backgrounds that each member brings, recognizing that these differences enrich our discussions and decisions.
- Transparency: Maintaining openness in our processes and communications, ensuring that our activities are understood and supported by the community.
- Accountability: Holding ourselves and each other accountable to the highest standards of integrity and commitment to the Council’s mission.

### Guiding Principles:

1. Diversity and Inclusion: The CAC will promote diversity of thought and information exchange, ensuring representation of various community views and perspectives.
2. Respect and Collaboration: Members are expected to contribute to discussions in a collaborative and respectful manner, understanding that while disagreements may occur, they should always be handled respectfully and constructively.
3. Confidentiality: Meetings are not open to the public due to the sensitive nature of the CAC’s activities. Non-disclosure agreements will be required for materials and discussions designated by the Monitor as Confidential.
4. Commitment: The position of CAC member is voluntary, with the expectation of adherence to our Guiding Principles along with meaningful contribution and regular attendance.

### Membership:

- Composition: The CAC will, at the discretion of the Monitor, consist of up to 20 members representing diverse demographics and community interests.
- Selection: Members will be chosen by the Monitor with the advice of existing CAC members and stakeholders in the Consent Decree process. Membership is not transferrable. Vacancies may be filled as they occur.
- Expectations: Members are required to attend all meetings, either in person or virtually, with excusals being reasonably granted by the Monitor or the chair. Members are also required to participate in periodic ride-alongs. Members are expected to always uphold the promises and premises of the Mission Statement, Commitments and Guiding Principles, and to intervene when there may be a lapse by another member of adherence to those principles.

### Leadership Structure:

- Chair: The CAC will be chaired by a member selected by the Monitor in consultation with the CAC membership. The chair will serve a one-year term, with a maximum of three terms.
- Vice-Chair: A vice-chair will be selected by the Monitor in consultation with the CAC membership. The vice-chair will serve a one-year term, with a maximum of three terms. The vice-chair will perform the duties of the chair, in the chair's absence and other duties as designated by the Chair or the Monitor.

### Committees and Working Groups:

Committees, working groups and liaison positions will be established by the Monitor in consultation with the Chair and membership as required to discharge the duties of the CAC.

### Meetings:

- Frequency: The CAC will meet monthly or as needed.
- Format: Meetings will be facilitated by the Chair and will include updates from each committee.
- Agenda: Agendas will be prepared and distributed in advance by the Meeting Coordination Committee.
- Minutes: A summary of each meeting will be prepared and shared with all members and relevant stakeholders.

### Rules and Procedures:

- Meeting Conduct: All meetings will be conducted with respect and professionalism. Members are expected to listen actively and engage constructively. Disruptive behavior will not be tolerated.
- Decision-Making: Decisions will be made through a collaborative process, with the Chair guiding discussions towards consensus. In cases where consensus cannot be reached, a majority vote will be taken. All decisions of the CAC are subject to approval of the Monitor to ensure that no such decision is in conflict with the roles and responsibilities of the Monitor or the CAC, as set forth herein.
- Non-Disclosure Agreements: Members will be required to sign non-disclosure agreements relative to designated materials to protect sensitive information.

- Removal: Members may be removed for cause by the Monitor, with cause being a violation of this charter.
  
- Adjustments: Periodic evaluations of the structure and functioning of the CAC will be carried out, with adjustments made as necessary. These adjustments may include committee, working group and liaison structure in order to meet the goals of the Council.