

## **DEVELOPING AN EFFECTIVE DAMAGE PREVENTION COUNCIL**

An Effective Damage Prevention Council:

- ✓ Develops a clear mission statement, purpose, and establishes appropriate goals.
- ✓ Adopts By-laws which establish the organizational structure.
- ✓ Elects a rotating slate of officers to lead the council.
- ✓ Meets consistently on a pre-determined schedule.
- ✓ Develops meeting agendas and circulates them prior to date of meeting to stimulate participation and discussion of pertinent issues.
- ✓ Ensures that meetings are recorded and minutes are distributed in a timely manner.
- ✓ Provides opportunities for professional development.
- ✓ Consistently encourages participation of new and potential members representing all interested stakeholder groups.
- ✓ Excludes no stakeholder group from participating.
- ✓ Develops standing committees to consistently work toward council goals.
- ✓ Encourages ongoing communications between council members.
- ✓ Maintains line of communication with other regional damage prevention councils.
- ✓ Serves as a Common Ground Alliance Regional Partner.