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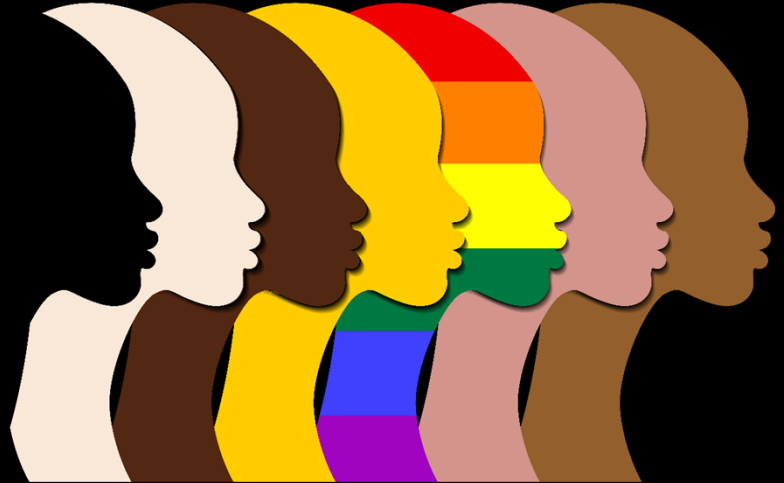
## Advisory Board

### Equity & Inclusion Series

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# Diversity & Inclusivity



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## Housekeeping

**Please utilize the Q&A feature to ask questions.**

**Carolyn Hardin may ask you to interact during the webinar using the chat feature.**

**Closed captioning is enabled.**

**At the end of the webinar, a feedback survey link will be shared via chat. The survey will also appear once you exit the webinar. Once submitted, your certificate of attendance will be available for download.**

**A recording, copy of the slides, and transcript of the webinar will be posted to the NDCI website next week.**

**If you have any tech related questions or issues, please chat Bonnie Greenslade directly.**

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## First Step

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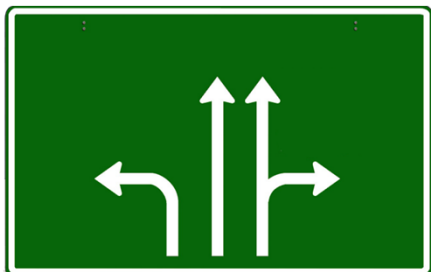
- Identify the underserved group or groups
- Identify the neighborhoods where your underserved groups live
  - Zip codes

## Forming a Community Partnership

- **Faith-based community**
- **Schools**
- **Local agencies**
- **Local business**
- **Community centers**
- **Urban League**
- **Boys and Girls Club**
- **Graduate chapter:  
Sororities and Fraternities**
- **Law enforcement –  
community policing**

## The Difference

**Steering Group**  
makes decision

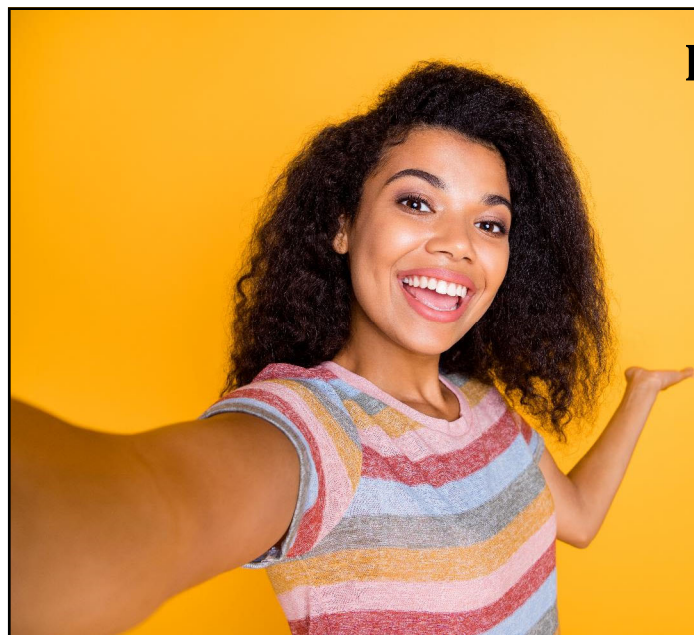


**Advisory Group**  
provides advice



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## Partnership Invitation The Approach



- Present your program in a way that will align with their interest.
- Tell the story of why treatment courts are important.
- Describe your local challenges to equity and inclusion.
- Have former clients share their stories of the program's effect on their lives.

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## Type of Advisory Board or Committee

### Programmatic

Organization X, in contrast, has a board comprised mostly of wealthy board members who see their role as primarily one of fundraising. But most of the board members are not well connected to the low-income client population, nor are they experts in AIDS — the work of the organization. As a result, X convened an advisory board composed of low-income clients, social workers, and medical personnel. The advisory board meets four times a year to give input, to react to ideas from staff, and to make suggestions. Several staff and board members attend each meeting. For example, the last advisory board meeting focused on developing a policy around case management for dual-diagnosed clients. X has also convened a Youth Advisory Board. Other advisory groups might include a Disabled Access Advisory Task Force or a Latino Community Advisory Council.

By Jan Masaoka on August 23, 2010, What is an Advisory Board and Should We Have One?

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## The Purpose

- Recreation
- Childcare
- Housing
- Transportation
- Recovery support groups
- Nutrition
- Cultural programs (*100 Black Men of America, Inc., Hmong American Partnership (HAP) or local cultural centers*)



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## Recruitment



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## The Development

- **Consider asking a community leader to chair the advisory committee**
- **Develop a written description of the responsibilities, activities, and time commitment and share it with prospective members**
- **You might want to call it “Advisors” or a “Council of Advisors.”**
- **Time commitment:**
  - In person meetings – how many per year
  - Telephone calls per year and from whom (4 to 5 times per year from staff seeking advice)
  - Publish your names as members of the Advisory Council
  - Attend graduations

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## Scheduling a Meeting



- **Consider the work schedules, do they work 8 to 5 jobs and can attend meetings at breakfast or lunch**
- **Does their responsibilities preclude attending meetings on weekdays from 8 to 5**
- **Consider the location of the meeting. Is it accessible for your partners?**
  - Can you hold it in the neighborhood?  
Church, Community Center
- **Consider serving food, snacks, hor devours**

## Keep Community Partners Engaged



- Review eligibility criteria and program requirements
- Assess how knowledgeable the team is about the worldview of the group
- Identify ancillary services of benefit to participants
- Identify barriers to accessing program services and possible ways to overcome barriers
- Explore ways to share information about the program in the community





## Use Participatory Meeting Methods

- **Social time – Informal conversation to allow everyone to meet and greet.**
- **Ice breaker**



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## Using Participatory Meeting Methods



- **Opening or Closing circle– Provide a prompt and have everyone speak to it for 3 minutes.**
- **What’s going well, what’s challenging, and what support will make a difference?**
- **What is on your mind? Why is it important? What can be done about it?**

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## Using Participatory Meeting Methods

- **Appreciations** – Have everyone share what they currently appreciate.



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## Using Participatory Meeting Methods

- **Check-in:** Pause during the meeting and ask everyone to evaluate progress.



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## Using Participatory Meeting Methods



### Culture and spirit

Have a cultural aspect to your meeting, focusing on an underrepresented group: music at the beginning, an appropriate reading from someone of the underserved group, a performance by a group from the community, or a refreshments prepared by a community group.

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## Using Participatory Meeting Methods



- Vision questions: These questions set no limits.
- If money were no object, what would you do for families in your community?
- What do you wish for <<young men>> (or whomever your underserved group is) and their future?

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Equity & Inclusion: Equitable Cross Assessment and Toolkit

**Action Planning Worksheet**

Vision/Theme:		Project:			
Project Purpose:		Timeline for Completion:			
Workgroup members:		Date:			
Critical Steps	Who is involved?	Resources	Information and assistance needs	Timeline	How will we know if we are successful?

What difficulties do we anticipate? \_\_\_\_\_

How will we address them? \_\_\_\_\_

How will we address anticipated difficulties? \_\_\_\_\_

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## Keep the Partnership Motivated and Engaged

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- Develop plans and document the plan and update the progress

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## Keep the Partnership Motivated and Engaged

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Celebrate when you experience success

- What will you celebrate? And How?

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## Don't Be Afraid to Disband

*Priorities?*

You might want to call it “Advisors” or a “Council of Advisors.”

### Time commitment:

- In person meetings – how many per year
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- Publish your names as members of the Advisory Council
- Attend graduations



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## QUESTIONS?

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