

TAP: Decision-making protocol

Protocol to support Board decisions and discussion

Decision-making tools

1. Informal: Gauge preferences and develop options for formal decisions. (all members)
2. Formal: Solidify agreements and direct next steps. (voting members or proxies)

Informal decision-making tools: Ranking polls and degrees of consensus

Polls. Use polling for quick pulse checks (rank options and check preferences).

Degrees of consensus (1-5 scale). Consensus = everyone at 3, 4 or 5.

Consensus scale (3, 4, 5 = consensus)

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| 1. Can't support. | 3. Neutral or can live with it. |
| 2. Have concerns but open to more discussion. | 4. Mostly agree with minor reservations. |
| | 5. Full support. |

Consensus process

First check: Is everyone at 3, 4 or 5?

Yes → Note agreement, move on. (option to formalize with vote).

No → Discuss: Why 1-2? Adjustments?
Alternatives? Listen for common ground.

Second check: Is everyone at 3, 4 or 5?

Yes → Proceed.

No → Choose a path

- Move forward together
- Majority decides
- Clarify and defer

If no consensus → Choose path forward

- Move forward together → Remove from consideration.
- Majority decides → Keep or remove via formal vote.
- Defer → Clarify what's needed, revisit in September or October (assign to staff).