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Bringing Water Together

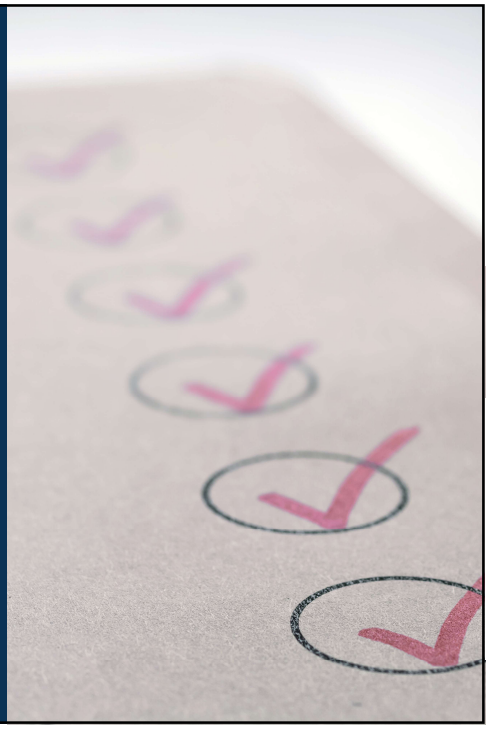
2026-‘27 ACWA Committee Reporter & Outreach Captain Training

March 4, 2026

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Agenda

1. Welcome & Introductions
2. Overview of Roles & Common Goals
3. Key Responsibilities & Reporting Duties
4. Two-Way Communication Best Practices
5. Activity: Lightning Round Trivia
6. Questions & Next Steps



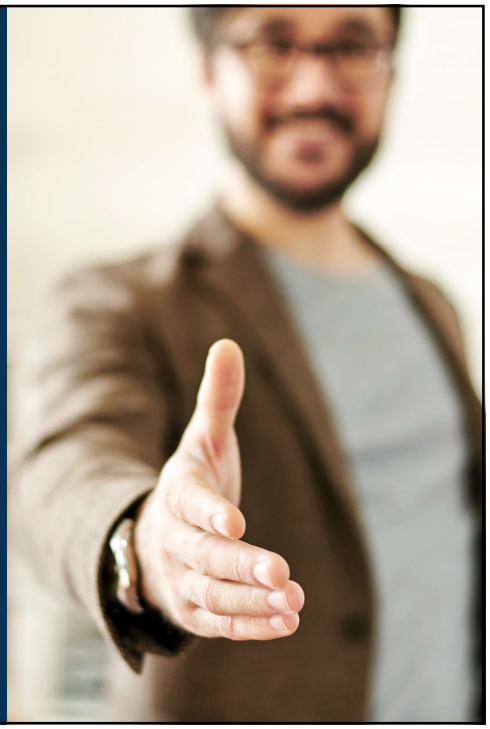
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Welcome & Introductions

Please share in the chat:

- ✓ Your name
- ✓ Your region
- ✓ One word that describes why you are excited to serve in this role



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The Partnership

- Our **Committees** are where the policy is developed and refined.
- Our **Regions** are where the local perspective, concerns, and engagement live.
- Our **Outreach Program** is the grassroots engine that turns policy into advocacy and action.



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Our Shared Purpose

Common Goals:

- Keep region members informed
- Bring region feedback to the ACWA Committees / Outreach Task Force
- Enhance engagement and advocacy across California



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Policy Initiative Development Process

Rev. 11/12/25

Quarter 1 – Align on Policy Priorities

- P: Policy committee chairs and ACWA staff liaisons convene to review "requests for assistance",* region policy priorities, committee policy priorities, and review any other member priorities. Goal is to coordinate on policy and ensure member priorities are reflected. Will help inform committee and region work plans.
- B: Board to consider input from Committees and Regions in parallel with a review of the strategic plan and KPIs to see if there is room for revision.
- R: Region Boards develop work plans that identify priority issues. These plans are reviewed and updated the second year of the term. Region Chairs convene to share policy priorities.
  Region Boards appoint committee reporters to act as liaisons between the regions and committees and share policy priorities at policy committe meetings. (See role of Committee Reporter from Board Report.)

Quarter 2 – Develop & Adopt Work Plans

- P: **March:** Policy committees draft work plans and have initial discussions informed by strategic plan and policy committee meeting.
  May: Committees consider and adopt final work plans.
- B: **March:** Board approves and adopts two-year work plans developed by regions. Regions present on plans. (Only in first year of cycle.)
  June: Board approves and adopts two-year work plans developed by policy committees. (Only in first year of cycle.) Committees present on plans. These plans become the Board policy platform and legislative priorities for SLC and FAC.
- R: Committee Reporters attend meetings of committees to provide input on priorities of their region. Then share updates with their regions as needed and at at the ACWA Spring Conference.

Quarter 3 – Advance Proposals & Monitor Progress

- P: Policy committees that are working on any "requests for assistance," region-recommended, or self-directed legislative proposals, may vote to move that proposal forward to SLC or FAC for consideration in the fall.
  Other policy initiatives ongoing.
- B: Policy Committe updates to board on progress of "requests for assistance," region-recommended, or self-directed legislative proposals.
- R: Regions continue to meet and share policy priorities and implementation strategies with committees via their committee representatives/reporters, or elevate to ACWA Board if appropriate.
  Promote planning meetings of SLC and FAC to Regions and Members; encourage to submit ideas and participate in their deliberation.

Quarter 4 – Fall Planning & Review

- P: SLC and FAC hold fall meetings, consider proposals submitted by ACWA members and via the policy committee process. SLC and FAC also hold a planning session to consider any new "requests for assistance."
  Coordinate with other relevant associations on legislative proposals.
- B: Review accomplishments of previous year. Celebrate wins of policy committees/regions for support of these initiatives.
  Board is updated on outcome of legislative proposal discussion at SLC and FAC and status of region and policy committee work plan initiatives. Board to review and update/make adjustments for the second year of the cycle.
- R: Outreach awards – recognizing significant partnerships of members in accomplishing policy initiative goals.
  At Fall Conference, Region meetings include policy discussion of region priorities for referral to ACWA Policy Committees. Develope concepts for conference presentations or workshops that hightlight priority issues to inform and engage the ACWA membership.

**"Requests for Assistance" for policy initiatives are unrelated to the ongoing work of the ACWA Legal Affairs Committee's consideration of judicial advocacy.*

P Policy Committee Participation | B Board Participation | R Region Participation

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Committee Reporters

- Appointed by the region board
- Attend and engage in committee meetings
- Attend and report on committee activities at the Spring and Fall Conference membership meetings
- Share region feedback with committee



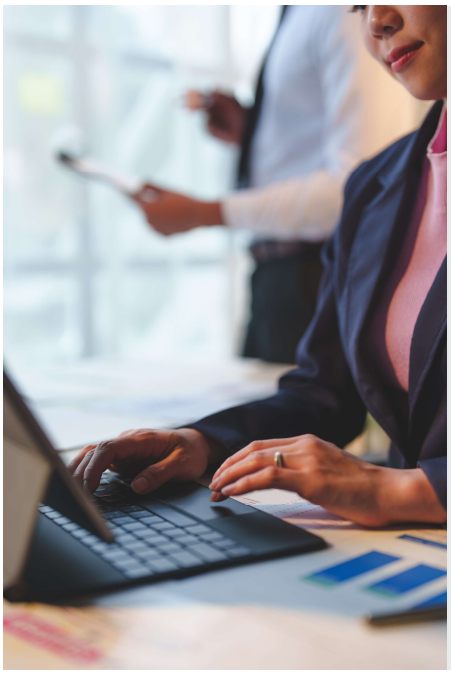
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Outreach Captains

- Appointed by the region board
- Attend and engage in Outreach Task Force meetings
- Attend and provide outreach updates at the Spring and Fall Conference membership meetings
- Build your own outreach network & help recruit outreach ambassadors



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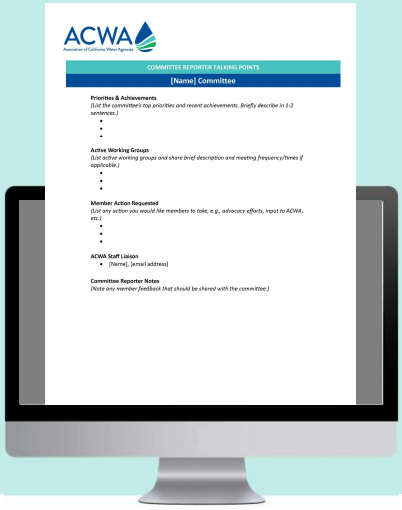


Common Core – Reporting & Communication

- **Report at region membership meetings**
  Regular reports at conference membership meetings keep the region updated on key issues
- **Listen to region members**
  Connect with the region board and members on important issues throughout the term
- **Carry feedback back to ACWA groups**
  Share key regional issues back to your committee or task force to ensure the region is represented at the committee level
- **Use ACWA staff as a resource**
  Leverage staff-prepared suggested talking points and feel free to reach out to staff with any questions

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The Reporting Framework



Staff will provide suggested talking points, but reporters are encouraged to emphasize any region-specific key highlights

Key elements:

- Priorities and achievements
- Active working groups
- Member action requested
- Contact info for staff liaison
- Note any region feedback

Tip: Keep it concise, relevant, and region-specific

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Two-Way Communication Best Practices

To Region:

- Be clear, concise, and engaging
- Highlight what matters to your region

To Committee / Task Force:

- Share region board and member questions, concerns, and ideas
- Follow up after region meeting if necessary

Tool: Attend region board meetings to share updates between conference membership meetings



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Lightning Round Trivia!

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Questions & Next Steps

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