

CHC Worst Case Scenario 2: Your CHC has a crop of new appointees but they aren't participating in CHC activities as CHC officers would prefer. How do you train appointees to increase engagement in CHC activities?

Best CHC Outcome Scenario 2: That the CHC creates an onboarding/orientation process for new appointees that not only provides general CHC-related information, but also creates opportunities that help new appointees immediately engage in CHC work.

GROUP PARTICIPANTS

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1. Gather information — *What information do we need before taking action?*

- Have roles and expectation of appointees been covered?
- Have organized orientation sessions for new and seasoned appointees been offered?
- Whose job is it to make appointee expectations and roles clear to new appointees?
- Are there appointees willing to take on the responsibilities of planning a training or orientation?

2. Consider relationships — *What to keep in mind to maintain respectful relationships?*

- Develop a questionnaire to get feedback from new appointees.
- Set goals for the CHC and appointees, get everyone involved and aware.
- Identify personal interests in CHC work.
- Give people titles at the committee level.

3. Make a plan — *What actions should be taken to accomplish best case outcome?*

- Set up CHC associates to act as a mentors for new appointees.
- Give people clear roles and shared expectations.
- Find out why people stay involved in the CHC.
- Adapt with new times; make meeting electronically accessible through skype or call-in.
- Setup an annual retreat for new appointees.
- Plan training and orientations for new and seasoned appointees.
- Continued training for appointees – develop learning modules for key subjects