

## The District Commissioner Staff Meeting

The commissioner staff meets monthly on a regularly scheduled date, but not on the same date as the district meeting. This is a uniform meeting to build enthusiasm for carrying out the district's unit service plans. Helping units succeed is at the heart of everything that occurs at the meeting.

The two essential meeting events are the **training topic** and the **assistant district commissioner breakout sessions to review unit needs**.

Meetings include time for ***assistant district commissioners and their respective unit commissioners to review the health of each unit and plan who will assist in meeting specific unit needs during the month ahead***. Priority is given to unit trouble spots that could significantly disrupt a unit, determining who will help, and discussing how to support them best.

Be sure to include strategic questions to encourage big-picture thinking.  
Each meeting is woven together with inspiration and fellowship.

### **Sample Agenda**

Attending, DC, DE, ADCs, ADC RT, ADC Training, ADC Commissioner Tools Champion, RT & UCs

#### 15 minutes before the meeting starts

#### Pre-meeting Setup

10 minutes	Welcome <ul style="list-style-type: none"><li>Opening Prayer/ Pledge/ Oath &amp; Law</li><li>Safety and Membership Moments</li></ul>	District Commissioner Assigned by DC Assigned by DC
20 Minutes	ADC Breakout session <ul style="list-style-type: none"><li>Unit Commissioner Discussions/Best Practices</li><li>Roundtable Commissioner discussion</li></ul>	ADCs ADC RT
15 Minutes	Gather Back Together – <ul style="list-style-type: none"><li>Summarize Breakout Key Findings</li><li>ADC Unit Service Reports</li></ul>	ADCs
10 Minutes	Review Key Reports Unit/District	DC/ADC Commissioner Tools
15 Minutes	Training Opportunity (TBD) <ul style="list-style-type: none"><li>Scouting.org/commissioners/training/continuing-education</li></ul>	ADC/DC
5 minutes	District Executive Minute	District Executive
10 Minutes	Open Forum (to surface & address other concerns)	
5 minutes	District Commissioner Minute	District Commissioner

The next District Commissioner Staff Meeting is on \_\_\_\_\_