

Steering Committee
Concord's Plan to End Homelessness
Meeting December 16, 2016
8 am- 10 am
Greater Concord Chamber of Commerce
49 South Main Street, Concord

Agenda

1. Structural Issues
 - a. Clarifying the role of Steering Committee (see language on page 2)
 - b. Is there a need for more structure beside Executive Committee?
 - c. Set remaining meeting dates/times
 - d. Public notice of meetings required? Posting of minutes on City website?
 - e. Approve minutes of October 28th meeting
2. Update from CCEH- see report
3. Next steps: see report

Clarifying Role of Steering Committee

1. Language from Plan to End Homelessness on Steering Committee and CCEH

(Goals)

V. Ensure broad representation and engagement of stakeholders in the implementation of the Plan to End Homelessness.

A. Expand Concord Coalition to End Homelessness.

Expand active membership in the Concord Coalition to End Homelessness so it can:

Serve as a multi-sector coordinating entity to maximize efficient services and identify evolving needs;

Oversee the expanded Homeless Resource Center;

Engage members in the implementation of the Plan.

B. Establish Executive Level Steering Committee to Advise Plan Implementation.

Create committee to include representation from government, business, services, health and public safety sectors;

Continuously monitor Plan goals and successes;

Assist in advocacy with state and federal representatives.

2. From Draft M.O.U. Language (CCEH's understanding of Steering Committee Role)

1. **Steering Committee:** As called for in Goal V of the Plan, the City and CCEH will create an executive level Steering Committee to provide “balcony level” oversight, guidance, strategic connections, and public support and influence for implementing the Plan, and monitor the Plan goals and successes. The Steering Committee will represent a broad spectrum of stakeholders, including the government, business, service, health and public safety sectors, as well as the faith community.
 - a. Subject to the City’s approval, CCEH shall invite representatives from the above mentioned sectors to serve on the Steering Committee.
 - b. The Steering Committee shall convene a minimum of four times per year, at meetings scheduled and facilitated by CCEH, with meetings every two months in the initial stage. Members of the Steering Committee and the City may also request additional meetings if desired.
 - c. At Steering Committee meetings, CCEH shall provide updates on progress towards achieving the goals outlined in the Plan, gather input from Steering Committee members, and make requests for strategic support from individual steering committee members as appropriate.