Clackamas County Supportive Housing and Services Local Steering Committee Charter

BACKGROUND

In May 2020, the Supportive Housing Services measure was passed by Metro voters. The measure will create new revenue streams from a one percent tax on incomes earned within Metro region above $200k / $125k (joint/single). It also creates a one percent business profits tax on net income of businesses with gross receipts of more than $5 million. Both taxes begin January 2021 and the funds are designated for Supportive Housing Services.

Clackamas County will receive 21.33% of the total revenues generated to provide Supportive Housing Services; including rent assistance, mental health, addiction and recovery services, employment and peers supports, etc.

CHARGE

The Supportive Housing and Services Steering Committee will work with staff to develop a Local Implementation Plan that outlines the funding priorities for Metro measure 26-210 for Clackamas County implementation. The plan they help to develop will be informed by robust community engagement staff subject matter expertise input. The plan will align with the values and goals established by the Metro Stakeholder Advisory Table, including an emphasis on advancing racial equity.

MEMBERSHIP

The Steering Committee will have up to 12 and no fewer than 10 members. Half of the membership will be held by people of color.

5 seats will be appointed from the following bodies:

- H3S staff representative
- Youth Action Board representative
- Continuum of Care Steering Committee representative
- Housing Authority of Clackamas County Resident representative
- Clackamas County Commissioner or representative (non-voting role)

The remaining seats will be designated, with a priority for people with lived experience with homelessness and/or extreme poverty in the past 10 years, for (if not covered above): culturally specific/responsive provider; faith, business or philanthropic sector; health/behavioral health/substance use disorder sectors.

TERM

Steering Committee members attend meetings, monthly or more frequently as

needed, of 2.5 hour durations beginning in October 2020. The Local Implementation Plan should be finalized no later than February, 2021. Meetings will be held virtually, on Zoom, until requirements are lifted and it is safe to meet in person. This steering committee may continue to meet following the finalization of the Local Implementation Plan to provide advisory guidance on implementation efforts beginning in 2021.

STIPEND

Any board member who is not otherwise being paid for their time serving on this board is eligible for a $25 stipend for meeting time. Board members will be given an opportunity to waive this compensation and provide expertise on a volunteer basis.

GOVERNANCE STRUCTURE

The Steering Committee will provide recommendations to the Housing Authority staff, and has no formal delegated power of authority to represent Clackamas County or commit to the expenditure of any funds. The Steering Committee may identify members to present recommendations to the Housing Authority of Clackamas County and/or other governing bodies and community groups as needed.

DECISION-MAKING AND QUORUM

The Steering Committee will operate by consensus, taking votes only where needed. A quorum must be present to vote on recommendations. A vote on an action or decision requires a majority of those present. A quorum is a simple majority of the total committee. It is the Steering Committee member's responsibility to self-identify and disclose any conflict of interest and abstain from decision making if appropriate.

WORKING AGREEMENT

Steering Committee members agree to operate under the following working agreement (and any other such agreements as are established in the steering committee's first meeting):

- Listen and listen again.

- Be respectful and courteous to the diversity of opinions in the room.

- Direct passionate opinions toward sharing information, not at each other.

- Allow the facilitator to keep the discussion moving and on task.

- Start and end meetings on time.