

## **HSC Scope of Work 10/2/12**

The ad hoc Homelessness Steering Committee is charged with assisting the City Council by developing and/or evaluating strategies, tactics and specific projects to assist those who are homeless (or at risk of becoming homeless) by virtue of economic displacement, mental illness or other factors beyond their control, to obtain or stay in permanent housing. Proposals may be brought to the Steering Committee by:

- A City Council request to the Steering Committee to examine a proposal.
- An organization or individual bringing forward to the Steering Committee an unsolicited proposal.
- The Steering Committee developing a proposal on its own initiative.

This charge is subject to the following conditions:

1. All proposals shall be thoroughly vetted for fiscal viability and the potential to effectively address the charge above, including clear outcomes and benchmarks, as well as the benefits and potential drawbacks to the community.
2. The evaluation of all proposals shall include a projection of start-up costs, likely funding issues and the expected City contribution in terms of staff resources or money, as well as a determination as to whether City involvement is appropriate (and to what degree).
3. All proposals shall include a description of how and by whom a service is to be delivered. Proposals may suggest but should not assume a commitment of City staff time.
4. No strategy, tactic or project involving City resources shall be implemented without the express approval of the City Council.
5. It shall be the responsibility of the Steering Committee's City Council liaison to request that a proposal meeting these conditions be placed on a Council study session agenda for consideration by the full Council.

In addition to the above, the Committee shall be mindful of the following:

- Recognize that the needs of transients who are not seeking permanent housing must necessarily be secondary to the needs of economically displaced persons who are.
- Respect all perspectives on any issue under consideration by the Committee.
- Report to the Council, either in person or in writing, every three months or sooner if needed.
- Present its evaluations in an objective - i.e. pros and cons - format and allow the Council to draw its own conclusions about the proposal's suitability for Council support.