

2011-10

RESOLUTION NO ~~2012-11~~ bc

**A RESOLUTION DEFINING THE DUTIES AND RESPONSIBILITIES OF THE
AD HOC HOMELESSNESS STEERING COMMITTEE**

RECITALS:

- A. The City of Ashland City Council adopted a goal to create the Homelessness Steering Committee to filter and qualify stakeholder proposals to the City Council.
- B. The City Council seeks to work with community stakeholders on issues related to homelessness.
- C. The City Council believes that solutions or actions submitted by stakeholders will benefit the community.
- D. Two City Council liaisons will work with the committee as non-voting members.

THE CITY OF ASHLAND RESOLVES AS FOLLOWS:

SECTION 1. Committee Established. The Homelessness Steering Committee (HSC) is established beginning May 4, 2011 and shall consist of up to nine voting members. The HSC will automatically dissolve after one year from the date of its approval by the City Council.

During this time the Committee may notify the Council that it no longer is receiving any more stakeholder proposals and therefore should be disbanded, or it may propose that it be reorganized in a specific way that better suits its intended purpose. At the end of the year the HSC will make a recommendation to the Council regarding whether or not it should be continued.

SECTION 2. Terms, Qualifications, Vacancies.

- 1) All members will be appointed by the Mayor with confirmation by the City Council, except for City staff designated as ex-officio, non voting members. Members shall be named by the City Council and serve until the dissolution of the Homelessness Steering Committee.
- 2) The City Administrator and/or their designee shall serve as an ex-officio, non-voting member of the Homelessness Steering Committee.
- 3) Any member of the Homelessness Steering Committee who will be absent from a meeting the member must notify the chair or the staff liaison at least two hours prior to the meeting. Any member who has two or more unexcused absences in a six month period shall be considered inactive and the position vacant. Further any member not attending a minimum of two-thirds (2/3) of all scheduled meetings shall be considered inactive and the position vacant.
- 4) Homelessness Steering Committee will elect a person to serve as Chair and Vice Chair from among the voting members at the first meeting.

SECTION 3. Quorum and Rules. At least six voting members shall constitute a quorum. The Homelessness Steering Committee shall establish rules for its meetings as it deems appropriate and shall meet as many times as necessary.

SECTION 4. Responsibilities. The committee shall be responsible for:


- 1) Soliciting proposals from stakeholders to the City Council, whose intent is to address issues of homelessness in Ashland
- 2) Transmitting to the City Council proposals that are well-developed, factually supported, capable of implementation and fall within the Council's scope of authority to implement
- 3) Return to the authors those proposals that are incomplete but that have the potential to fall under #2 above, with specific recommendations for the necessary improvements and encourage resubmittal of the reworked proposals
- 4) Connecting stakeholders whose proposals either complement and/or duplicate each other's for possible collaboration
- 5) For proposals that don't fall in the above groups, suggest alternative sponsorship if possible.

SECTION 5. Reports. Recommendations of the Homelessness Steering Committee to the City Council considered advisory in nature and shall not be binding on the Mayor or City Council. The Committee will report to the Council quarterly.

This resolution was duly PASSED and ADOPTED this 5 day of April, 2011, and takes effect upon signing by the Mayor.



Barbara Christensen, City Recorder


SIGNED and APPROVED this 6 day of April, 2011.
John Stromberg, Mayor

Reviewed as to form:


Douglas McGear, Legal Contractor