

Community Engagement, Advocacy, and Membership Committee Charter



Committee Purpose: The purpose of the Community Engagement, Advocacy & Membership Committee is to educate the community and other social service agencies about the Lake County Coalition for the Homeless and the issue of homelessness in Lake County. While doing so the committee is also responsible for:

- Advocating the needs for the county to reduce the time individuals/families experience homelessness
- Recruit social service agencies and individuals to join the coalition.
- Bring other resources to the table as we work together to impact homelessness.

Committee Goals:

1. Communicate with and educate county organizations, groups, city council members, county board members, business groups, and real estate groups about the Lake County Coalition for the Homeless and the issue of homelessness in Lake County.
2. Recruit new members
3. Creating a welcoming membership process.
4. Audit of LCCH Website
5. Facilitate the election of officers and committee chairs.

Expected outcomes:

- Increased knowledge within the community about homelessness, what can be done about it and how the community can get involved with the Lake County Coalition for the Homeless.
- To have meaningful engagements with politicians and other groups.
- To have engaged and knowledgeable members
- Get greater community exposure for the Coalition in hope to increase membership.

Activities:

- Create a PowerPoint presentation that committee members will use to educate the community, other agencies and political groups.
- Create an onboarding process for new members
- Create a buddy system to navigate the coalition process
- Create an application for membership list the parameters for membership.

Membership Roles:

- Participation is open to anyone regardless of their membership in the Lake County Coalition for the Homeless.
- Committee chair will be elected annually by majority vote among entire membership. Each chair will hold the position for one year at a time.
- Committee Chair is responsible for the following:
 - Putting together an agenda for each meeting, based on communications or agenda items submitted by providers.
 - Serving as the point of contact for anyone seeking more information or having concerns about the coordinated entry process.
 - Ensuring minutes are taken at each meeting of the committee.
- All members must attend at least 75% of meetings per year. The chair must attend 90% of meetings per year.
- Any agency/individual who would like to join the Committee may do so after contacting the chair of the Committee.
- The committee will aim to have representation from the following groups/skill sets:

With edits from 8/1 meeting

- An individual who experienced homelessness in the past
- A homeless youth provider
- A shelter staff representative
- A funder representative (rotating)
- A health care provider representative
- A domestic violence shelter representative
- A court services representative
- Other seats that may be included in future iterations of the committee are faith-based organizations, substance use service providers, mental health service providers, school system representatives, and assessment center front-line staff

Relationship to other Groups:

- Committee chair will report progress to the Steering Council at their regular meetings.
- Committee will make recommendations to the full Lake County Coalition for the Homeless Board for consideration