

SUN Service System Council

DRAFT CHARTER

for discussion 7/8/16

PURPOSE:

The SUN Service System Council guides and supports the System to achieve its intended results and fulfill its commitment to equity and racial justice; maintains a strong collective impact partnership; and shares accountability for results.

ROLES/RESPONSIBILITIES:

- Advise sponsors on policy areas and financial allocation related to the SUN Service System
- Engage in strategic planning including system review and design and development of system goals, outcomes and priorities
- Align programs to work toward those goals
- Develop supportive policies
- Engage the community to strengthen alliances and ensure voices are heard / incorporated
- Support implementation of the Multnomah County Equity and Empowerment Lens
- Champion the system in a collective way
- Review dashboards and evaluation to measure success and monitor system performance. Support continuous improvement efforts linked to results.
- Address systemic barriers and respond to emergent issues and trends

STRUCTURE:

The Council will have two permanent subcommittees, a Data and Results Subcommittee and a Youth Council. Both groups should have several Council members participating in the subcommittee work. There are Council seats for the Chair of the Data and Results Subcommittee and 2-4 youth from the Youth Council. Ad hoc workgroups will be formed as needed.

A regular schedule for engaging families, youth and community members to hear their input will be established.

MEMBERSHIP:

Membership should be balanced in terms of demographics (race/ethnicity, gender, sexual identification) and organization type (sponsor organizations balanced with community and advocacy organizations and youth)

- Multnomah County
 - Chair's Office
 - Department of County Human Services
 - Health Department or Department of Community Justice (note: this would be a change from the seat currently designated for the Commission on Children, Families and Community)
 - City of Portland
 - Mayor's Office
 - Bureau of Parks and Recreation
 - Portland Children's Levy
 - State Department of Human Services, District 2
 - School Districts
 - Portland Public Schools
 - Mid/East County district
 - Mid/East County district
 - United Way
 - All Hands Raised
 - Youth representatives
 - 2-3 youth who are part of new SUN Youth Council (need 2 at a minimum)
 - Coalition of Communities of Color (director or staff member)
 - SUN Service System providers
 - 2 culturally specific providers
 - 1 regional provider
 - 2 Data and Results Subcommittee members with data/results expertise
 - Representative of sexual and gender minority organization/community
 - Other advocacy organizations
 - Housing
 - Health
- Each seat will have one primary and one alternate representative.
 - Organizational/institutional seats will be designated by organization heads. Designees are to be senior level leaders who have access to CEOs/policy makers and can make council-level decisions on behalf of their organization.
 - The expectation is for the primary and alternate representatives to keep each other informed so that if the primary representative is unable to attend, the alternate will be able to attend and be prepared to engage in the process. Alternates do not have voting rights except when standing in for primary members.
 - Members of sub-committees and workgroups established by the Coordinating Council can be drawn from additional partners not already on the Council.

INDIVIDUAL/TEAM RESPONSIBILITIES:

- Consistently attend Council and sub-committee meetings.
- Members should be in regular communication with the leadership of the groups or organizations they represent about the progress of the Coordinating Council.
- Members are expected to make decisions on behalf of and represent the views of the groups they represent.