



San Diego Homeless Court Program Steering Committee Charter

Author: Jonathan Thackston, jonathan.thackston@vvsd.net 1/29/2018



MISSION STATEMENT

Our mission is to facilitate the San Diego Homeless Court Program (SDHCP) and to support San Diego Homeless Court Providers in order to maintain the integrity and longevity of the SDHCP, and to eliminate barriers to a self-sufficient and quality livelihood.

GOALS AND OBJECTIVES

- Work with the San Diego Superior Court to offer legal relief as a means to end the homeless crisis in our community
- Eliminate legal barriers to promote the achievement of long term self-sufficiency for our homeless population
- Increase awareness at all levels regarding the needs of SDHCP participants and providing agencies
- Increase public awareness of the SDHCP and success stories
- Expand the SDHCP and encourage collaboration between municipalities
- Serve as a role-model for other HCP Steering Committees



GOALS AND OBJECTIVES CONT.

- Create a dialogue between the Court, SDHCP providers, Public Defender's Office, District Attorney's Office, City Attorney's Office, and other interested parties to generate a positive outcome for the participants, providers, and the community at large
- Screen agencies wishing to become an SDHCP provider
- Provide initial and on-going training to SDHCP providing agencies
- Provide guidance to SDHCP providers
- Identify strengths and weaknesses within the SDHCP
- Seek ways to improve or expand the SDHCP program
- Ensure the SDHCP meets the needs of the homeless population, providing agencies, and the community
- Plan, and execute, a monthly Steering Committee meeting, a monthly provider network meeting, a monthly defense counsel session, a monthly SDHCP hearing, and a yearly Provider training usually held in October



COMMITTEE MEETINGS

- Committee meetings are held monthly, usually on the 4th Thursday each month for an hour and a half. The Committee Chair prepares the meeting agenda
- Gather input and discuss strengths and weaknesses of the SDHCP
- Set strategies and action plans
- Plan provider meetings and trainings
- Evaluate new providers for inclusion in the program
- Supervise expansion of the provider network

ORGANIZATION AND STAFFING

- The committee shall report to the Public Defender's Office and work in collaboration
- The committee shall consist of at least 8 members, with a diverse membership being preferred
- Because Veterans Village of San Diego and Father Joe's Village are SDHCP hosting agencies, each shall always maintain a Steering Committee seat. Committee members from these two agencies cannot be voted in



ORGANIZATION AND STAFFING CONT.

- Committee elections are held bi-annually at the January meeting
- All Committee Members share equal voting power
- Committee Officers include the Committee Chair, Asst. Committee Chair, Secretary, and Training Coordinator. Remaining members serve as “Members at Large”
- Committee Officers shall serve a two year term with no limit on re-elections
- Members at Large serve for an indefinite term

PROSPECTIVE MEMBERSHIP

- Prospective members must actively represent a current SDHCP providing agency and exhibit required attributes. Membership on the committee is determined by the Steering Committee’s majority vote.
- Required attributes must be observed as follows:
 1. Must currently serve as providing agency SDHCP lead, and at least one year of observed experience within the SDHCP is preferred



PROSPECTIVE MEMBERSHIP CONT.

2. Must possess and show knowledge of the SDHCP process
3. Must have obtained home agency's approval and support to serve and participate on the committee
4. Must be capable of attendance at *most* monthly meetings, Defense Counsel sessions, Court hearings, and the yearly training