



Allentown

435 Hamilton Street
Allentown, Pa. 18101

Meeting Agenda - Final Commission on Homeless

Wednesday, September 9, 2020

10:00 AM

Council Chambers

The meeting will be livestreamed. The link to the meeting can be found on the city website with the agenda and legislation at <https://www.allentownpa.gov>. The city will receive comments prior to the meeting and will consider all comments from city residents. Comments can be registered using the ecomment provision on the agenda. These comments are public and will appear on the agenda and website. All comments must include your name and address, including your city.

- I. Welcome & Introductions
 - a. Name, background, & why you are serving on this commission

- II. Purpose of Commission
 - a. "Advise the Mayor and Council and make recommendations on issues related to the homeless and near homeless populations in the City."
 - b. The Board shall serve as an advisory body. It shall be tasked with offering recommendations and suggestions on the following:
 - i. Educating the public about homelessness and ways in which we can help people in need.
 - ii. Providing policy-based advocacy on behalf of the homeless to appropriate agencies.
 - iii. Making recommendations aimed at ending and preventing homelessness.
 - iv. Facilitating communications, networking and referrals within the community to deal with the issues of homelessness.
 - v. Providing a representation or a "voice" for homeless in the community.
 - vi. Seeking to ensure the immediate needs of those experiencing homelessness are met and their civil rights are respected and protected.
 - c. Overall, "a Policy, Planning & Coordinating Commission, not a Provider"
 - d. Other suggestions?

- III. Reporting Requirements
 - a. Provide an Annual Report to the Mayor & City Council
 - i. The annual report should include a written report of the year's activities and a one-year plan and long-term goals;
 - b. The report should be presented to City Council no later than the second meeting in March.

- IV. Meeting Guidelines
 - a. Sunshine Laws – advertise meetings; available to the public
 - b. Meeting dates & times

V. Commission Structure

- a. 15 Members, appointed by Mayor and approved by Council
- b. Term limits are four (4) years, except for initial staggered appointments
- c. Representatives of City Departments
- d. By-Laws to be written and approved within the first year
- e. Potential Officer positions – Chair, 1st Vice Chair, 2nd Vice Chair, Secretary

VI. Potential Sub-Committees

- a. Standing Committees
 - i. Executive Committee – comprised of Officers
 - ii. Strategic Planning Committee – Chair: Ellen Denizard
 - iii. Communications & Public Awareness Committee
 - iv. Homeless Prevention & Diversion Committee
 - v. Inter-Governmental Relations Committee
- b. Ad-Hoc Committees or Work Groups
 - i. Landlord Engagement Committee
 - ii. Emergency Shelters & Outreach
 - iii. Permanent Supportive Housing & Rapid Rehousing
 - iv. Tent Encampment Committee
 - v. Data Collection Committee
 - vi. Funding & Resources Committee
 - vii. Youth Homelessness/School District Coordination
 - viii. Other?
- c. Committee Chairs & Membership
 - i. Members can select committee(s) to serve on
 - ii. Chair can assign members to committees if needed/desired
 - iii. Non-Commission members can serve on committees

VII. Initial Projects

- a. Draft By-Laws
- b. Select Committee Chairs, draft scope of each committee
- c. Develop Outline for a Strategic Plan
- d. Secure funding for Staff Support position
- e. Other Stakeholders who should be at the table

VIII. Feedback/Suggestions from City Department Heads

IX. Future Meetings

- a. Second Wednesday at 10:00 am
- b. Evening meetings?

Next Meeting: Wednesday, October 14, 2020 – 10:00 am – 11:30 am City Hall, Council Chambers, Room 118