CoC (full membership)
- Delegates responsibility to Governing Board through Charter and elected GB members
- Open to all, meets twice per year

Governing Board
- 21-25 members: 10 designated positions; remainder elected by full CoC
- Senior officials with decision-making authority
- Meets every other month

Steering Committee
- 25 people with intimate knowledge of field, operations, and funding
- 12 seats appointed by GB; 13 seats elected from full CoC
- Meets monthly (as needed)
- Establish workgroups as needed

Workgroups
- Standing or ad hoc as established by Steering Committee to develop strategies into actionable workplans or explore options to solve particular concerns.
- At least one member of the Steering Committee must serve on each Working Group.
- The Chair will be a member of the Steering Committee or Governing Board.
## Roles & Responsibilities
### Governing Board & Steering Committee

### Governing Board (GB)
- Hold executive / senior positions with decision-making authority in their organizations
- Have some knowledge of homelessness issues and programs
- Provide leadership, strategic direction, & oversight for homeless response system in Ramsey County
- Attend bi-monthly GB meetings, plus 2 full CoC meetings; invited to participate in workgroups
- Serve up to a 3-year term

### Steering Committee (SC)
- Hold senior position in their organization
- Have in-depth knowledge of homelessness response system, operations, and funding
- Ensures implementation of detailed work to advance the CoC’s mission, vision, and strategic imperatives
- Attend 6-8 SC meetings per year, 2 full CoC meetings, and participate in workgroups
- Serve up to a 3-year term
Make the case for bigger changes

- Bring recommendations for program, policy, or resource allocation changes to decision-makers at the HHR Steering Committee and Governing Board
- Help HHR decision-makers exert influence beyond HHR tables and membership, individually or collectively
- Guide implementation of system-wide changes

Find and act on “small wins”

- Develop information sharing tools
- Look for opportunities to make smaller or easier-to-implement changes that will advance the issue
- Test new ideas through small demonstrations

Map and analyze the system

- Use cross-sector expertise to build a base of knowledge, map current system, and identify areas that need improvement
- Understand and use available data to articulate the problem

Roles & Responsibilities
Workgroups
# 2023 Heading Home Ramsey Workgroups

## Rare

<table>
<thead>
<tr>
<th>Prevention &amp; Tenant Stabilization</th>
<th>Single Shelter</th>
<th>Familiar Faces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff contact: Renee Theese</td>
<td>Staff contact: David Zaffrann</td>
<td>Staff contact: David Zaffrann</td>
</tr>
<tr>
<td>Meets every other Monday, 10–11 a.m.</td>
<td>Meets 3&lt;sup&gt;rd&lt;/sup&gt; Tuesday, 2–3:30 p.m.</td>
<td>Meets 2&lt;sup&gt;nd&lt;/sup&gt; &amp; 4&lt;sup&gt;th&lt;/sup&gt; Fridays, 11 a.m.–12 p.m.</td>
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## Brief

<table>
<thead>
<tr>
<th>Family Shelter</th>
<th>Coordinated Entry</th>
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</thead>
<tbody>
<tr>
<td>Staff contact: Jartue McCoy</td>
<td>Staff contact: Laurie Pierce</td>
<td></td>
</tr>
<tr>
<td>Meets 1&lt;sup&gt;st&lt;/sup&gt; &amp; 3&lt;sup&gt;rd&lt;/sup&gt; Wednesdays 10–11 a.m.</td>
<td>Meets every other Thursday, 12–1 p.m.</td>
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## Non-Recurring

<table>
<thead>
<tr>
<th>Coordinated Entry</th>
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<tbody>
<tr>
<td></td>
<td>These regular meeting schedules are subject to change at the discretion of the workgroups, as needed.</td>
</tr>
</tbody>
</table>

## System-Wide

<table>
<thead>
<tr>
<th>System Performance Measures &amp; Ranking</th>
<th>Ad Hoc: Public Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff contacts: Alyssa Keil &amp; Leigh Ann Ahmad</td>
<td>Staff contact: Ellen Watters</td>
</tr>
<tr>
<td>Meets 4&lt;sup&gt;th&lt;/sup&gt; Wednesday, 9–10:30 a.m.</td>
<td>Meets as needed</td>
</tr>
</tbody>
</table>

These regular meeting schedules are subject to change at the discretion of the workgroups, as needed.