

Service Delivery Committee Charter

Purpose

This Committee provides expert guidance on Pathways to Health + Home service delivery topics in a manner that is informed by national best practices, local needs and capacities, and the perspectives of participating organizations. The Service Delivery Committee develops specific recommendations for the Steering and Executive Committees.

Objectives

Key objectives of the Service Delivery Committee include, but are not limited to:

- Engage in the development of service delivery and clinical policies, protocols, and procedures to meet program goals and objectives;
- Input and development of program tools and practices (e.g., screening and assessment tools);
- Support the alignment of program approaches with long-term community needs;
- Identify opportunities, challenges, and barriers, as well as solutions;
- Review program progress and development; and
- Facilitate involvement of community partners.

Meeting Schedule and Format

The Service Delivery Committee will meet as needed, but no less than once per quarter for the duration of the program. Initially the Committee will meet monthly.

A Committee Chair or Co-Chairs will be appointed. They will collaborate with program staff to set agendas and facilitate meetings.

Decisions will generally be made by consensus. If the Chair determines that there is not consensus on an item requiring a decision, the Chair will call a vote and the majority position will prevail.

The Service Delivery Committee may establish ad hoc workgroups for planning and decision-making, as seen fit.

Members of the Service Delivery Committee

Participating organizations may identify a Service Delivery Committee member and one alternate. Alternates may attend meetings with the primary Committee member.

Terms

- For those members who represent a government department, that person may serve as long as they continue to hold the same job/position.
- For those members who represent a partner organization, that person may serve as long as the organization participates in the program and the representative continues to hold the same leadership position.
- In the event that an individual leaves an organization, a new delegate with the same/similar position may be assigned to the Service Delivery Committee.