

Statewide Homeless Council – Meeting Protocol – Adopted 9/11/18

1. SHC Members, including Regional Representatives, Maine Housing Director/designees, DHHS Commissioner/designees, Department of Corrections Commissioner or designee(s), Department of Labor Commissioner or designee(s), should strive to attend the entire meeting in person. Missing all or part of the meeting or calling in by phone should be the rare exception.
2. The SHC is an open meeting. The SHC will identify Members and visitors during introductions.
3. This is a focused, interactive meeting. Attendees should be attentive and fully present for the meeting. Use of cell phones for verbal or textual interactions or computers should be brief, rare, and done outside of the room wherever possible.
4. The SHC is a collection of people with expertise on various areas around homelessness discussing strategies, progress, and obstacles in implementing Maine's Plan to End and Prevent Homelessness. Discussions shall be respectful of all viewpoints and positions as the group works toward consensus or broad agreement.
5. Each meeting will have at least one major discussion topic, but often other topics can warrant extended dialogue. Our goal should be to formulate conclusions to each of these topics and capture them for disbursement to the RHCs and the MCoC.
6. Discussion should be focused and related to the topic at hand, and always in an effort to come to consensus on a conclusion or agreement by the group. Every attendee's goal should be to find common ground so the state is working in the same direction in as many areas as possible. We want the State of Maine to be working in concert on ending homelessness.