

VETERANS EXPERIENCING HOMELESSNESS ADVISORY COMMITTEE

TERMS OF REFERENCE

Reviewed by VEHAC: April 16, 2019

Version: 2

Purpose

The Veterans Experiencing Homelessness Advisory Committee (VEHAC) is a coordinated and integrated community response to Veteran's homelessness. The VEHAC will work collaboratively and draw on Housing First best and promising practices to develop and inform service delivery aimed at solving Veterans homelessness in London.

Key Functions

The VEHAC will facilitate a system response to support Veterans experiencing homelessness to obtain housing and achieve housing stability.

Members of the VEHAC will use their knowledge, experiences and professional networks to build community capacity to solve homelessness for local Veterans. The VEHAC will build upon established protocols and best practices including and not limited to:

- Housing selection;
- Housing stability;
- Housing with support;
- Community integration;
- Ongoing research and evaluation; and,
- Peer support for Veterans.

Additionally, the VEHAC will identify service gaps for Veterans experiencing homelessness and action opportunities to address them by educating and inspiring an integrated systems response to solving Veterans homelessness in London.

Membership

The Advisory Committee's membership will include leadership representation from:

- London Cares Homeless Response Services;
- Local Emergency Shelter;
- London Police Service
- City of London, Homeless Prevention;
- Veteran's Affairs Canada
- The Royal Canadian Legion
- Canadian Armed Forces – London Morale and Welfare Services
- Parkwood – Occupational Stress Injury Clinic (OSIC)
- Department of National Defense – Occupational Stress Injury Social Services (OSSIS)
- Lawson Research Institute; and,
- Veteran(s) with lived expertise regarding homelessness.

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If a Member is unable to attend a designate will be named to attend in their place. Designates are voting members.

The VEHAC may admit additional Members through nomination and vote. Nomination of new Members will be made through the VEHAC Chair and include position/title and a brief summary of the role (names are to be omitted during nomination).

A maximum of twelve member organizations is suggested. Each member organization is limited to one vote.

Term

The VEHAC members will retain their position for two year terms. Members may serve consecutive terms.

Each member is responsible for succession planning should a term not be fulfilled.

Roles

Chair

The Chair is determined through nomination and vote by committee members. The Chair is responsible for distributing minutes of previous meetings, setting agendas, securing meeting space and chairing meetings.

Vice Chair

If the Chair is unable to fulfill any of these obligations the Vice Chair will assume responsibilities.

Recorder

Each meeting will be recorded through formal minutes by a City of London, Homeless Prevention Committee member.

Minutes and agenda will be archived with the City of London, Homeless Prevention.

Working Groups

Ad Hoc working groups may be formed to coordinate and complete additional tasks and functions as outlined by the VEHAC.

Meetings

At a minimum, meetings will be held quarterly. The VEHAC will determine the frequency, time and location of the meetings.