



## **Decision-Making Policy for Welcome Home Coalition**

### **What issues will the coalition decide with voting from all coalition members?**

Welcome Home (WH) will request all coalition members vote on ballot initiatives or measure endorsements.

### **What issues will the coalition allow steering committee members to decide?**

Welcome Home will request votes from steering committee members on (1) review and approval of the bi-annual strategic plan; (2) endorsement of other organizations' advocacy letters; (3) approval of WH's letters to electeds; (3) approval of policy advocacy priorities carried out by WHC staff and Community Advisory Committee members.

### **How will the board/steering committee/community advisory committee members be decided?**

As an independent 501c3, WHC will have a board comprised of four-five members, whose role is primarily around ensuring the fiscal health and legal compliance of the nonprofit. WH will have a steering committee composed of 12+ members with diverse identities and skill sets who are affiliated with a coalition member organization, whose role will be to guide the coalition's work and advocacy priorities. WH will have a community advisory committee composed of any number of members who are folks who come to coalition participation without formal affiliation to a member organization and have lived experience with homelessness or housing instability. This committee will make recommendations to the steering committee and WH staff. Members of the community advisory committee will have the opportunity to join the steering committee if interested.

### **What timeframe will coalition members and steering committee members have for voting to provide their decisions?**

#### *Coalition Members:*

Welcome Home director will give coalition members 10 business days for voting on non-urgent issues. To center equity, WHC staff will offer members a summary of the issue and answer the following questions in every summary: Who benefits? Who is burdened? Who is most impacted? Staff will offer one to two reminder emails to urge members to vote. No final action will be taken unless at least 50% of the organization's membership has voted. A simple majority (over 50%) of the number of votes will determine the final decision.



*Steering Committee Members:*

Welcome Home director will give steering committee members varying timeframes to vote on an issue, dependent on the urgency of action. Staff will offer a summary and make recommendations. It could be as quick as a 48-hour turnaround or as long as a one-week turnaround. At least 50% of steering committee members must vote on an issue for the decision to be accepted and action taken.

**Will all coalition members have the same number of votes?**

Yes, each organization in the coalition gets one vote. If more than one staff from the same organization votes differently from each other, WH staff will contact all parties and ask them to come to a consensus on their organization's vote.

**How does a WH coalition member receive support for their specific issue from the whole coalition?**

WH staff invites members to appropriate work groups to present and ask for support or reach out to the steering committee for objections if urgent.

## **Conflict Resolution Policy for Welcome Home Coalition**

**How will the coalition decide if a member is acting against the interests of the coalition?**

Member expresses public opposition to policies upheld by the coalition as a whole. For example, supporting policies that criminalize homelessness versus supporting long-term permanent housing investments.

Member rejects spirit of collaboration - i.e. member prioritizes their own interests for political or financial gain in a way that could cause harm for other members.

If any member feels another organization in the coalition is acting against the coalition's best interest, they may file a grievance with the Welcome Home director or Steering Committee leadership.

**What will be the process of removing a coalition member if needed?**



If there is an individual of a member organization that is engaging in behavior requiring removal, we will ask the organization to handle it internally, otherwise, the organization is at risk of being removed entirely.

Members will be removed from the coalition based on the discretion of the director with input from the steering committee, community advisory committee, and Welcome Home staff.

Before coalition membership removal, if all parties are interested, the Welcome Home director will hire Resolutions NW for mediation services.

Removal will be based on whether members are acting in the best interest of the whole coalition outlined in the standards above.

### **How do we resolve conflict between members with differing opinions on an action?**

Welcome Home staff will offer that all parties answer the following questions about policy or action that is in disagreement:

Who benefits? Who is burdened? Who is most impacted? Whose perspective is missing in the conversation? Do we need additional/different voices in the discussion to come to a decision/compromise?

If appropriate, disagreement can be discussed at Steering Committee and Community Advisory Committee meetings.