

New Westminster Homelessness Coalition Society

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Orientation Handbook (Revised: 2017-MAR)

1. Purpose and Goals

Our Mission:

To collaborate, educate, and act to ensure access to healthy safe housing and supportive services in New Westminster.

Our Vision:

A world where every individual experiences a socially just quality of life.

2. History

The New Westminster Homelessness Coalition (NWHC) was formed in 2005 to bring together a range of people and organizations working to address homelessness in New Westminster. In 2012 we became a formal charitable non-profit society.

The coalition is funded by the City of New Westminster and private donors. Our member organizations deliver housing, outreach, food, job training, crisis intervention and youth programs, and witness firsthand the day to day challenges of poverty and homelessness in our city. We continue to work on addressing the needs of the homeless in New Westminster, enabling many people to permanently break the cycle of homelessness.

This year, we developed a new strategic plan to assist with our goals of combatting homelessness and the factors that cause it.

3. Membership

The New Westminster Homelessness Coalition Society (NWHCS) brings together a broad range of community and government organizations that provide services to people who are homeless or at-risk of becoming homeless. Task Force members meet every second month to share information, knowledge, concerns and solutions. The community services agencies that regularly participate in NWHCS include:

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Beacon Unitarian Church
Canadian Mental Health Association
City of New Westminster
Correctional Services of Canada
Downtown New Westminster BIA
Elizabeth Fry Society of Greater Vancouver
Fraser Health Authority
Fraserside Community Services
Fraserworks
Holy Trinity Cathedral
John Stark, City Social Planner
Judy Darcy, MLA

Monarch Place Transition House
New Westminster City Police
Peter Julian, MP
Purpose Society
Salvation Army
School District 40
Seniors Services Society
St. Barnabas Church
Union Gospel Mission
Uptown New Westminster BIA
West Coast Genesis Society

4. Organizational Structure

Board of Directors

Consists of 2 co-chairpersons, a coordinator and 10-12 members

Services Subcommittee—HAW and I's on the Street

Committee members come from both the board and general membership of the NWHCS

5. Services Sub Committee

The Services Sub Committee will consist of members of the NWHCS, report to the NWHCS Board of Directors, and be responsible for:

- A. The regular oversight of the "I's on the Street" program
- B. Organizing quarterly Connect Days in the City
- C. Organizing the activities of HAW Week (Note that this committee has the ability to establish a HAW week subcommittee adding members just for this responsibility)
- D. Initiating any other service projects determined by the NWHCS in the next strategic plan

The Services Sub Committee will choose their own chair and meet on a regular basis (approximately every 6-8 weeks).

The NWHCS Coordinator will serve the committee by:

- A. Determining committee meeting dates and communicating with the committee
- B. Providing agendas and minutes for the committee meetings
- C. Serve as the staff person alongside the committee to fulfil the outlined responsibilities

A. The "I's on the Street" Program

- 1. Make arrangements for replenishing the stipend funds for CMHA and New Leaf Clubhouse, receiving submissions of stipend reports from staff responsible
- 2. Ensure that each service provider team has sufficient supplies
- 3. Receive monthly progress reports from each service provider

B. Connect Days

- 1. Determine quarterly dates to hold Connect Days during a calendar year (one date to be within HAW week, coordinate dates with Burnaby schedule)
- 2. Identify and confirm host sites for Connect Days
- 3. Identify and confirm service providers/vendors for onsite service provision
- 4. Coordinate communication to all parties needed
- 5. Coordinate all logistics necessary

C. HAW Week

- 1. Establish a HAW Week Sub Committee (from members of the Services Committee as well as other members of the NWHCS.
- 2. Determine the events and schedule for HAW Week
- 3. Confirm a lead person for each event
- 4. Ensure the communication of HAW Week to all parties needed
- 5. Confirm the details of the fundraising dinner:
 - a. Identify and secure a guest speaker
 - b. Book a venue and caterer
 - c. Confirm a program for the event and all corresponding logistics
 - d. Arrange for the production of tickets and the distribution for ticket sales
 - e. Secure auction item donors and items
 - f. Arrange for financial arrangements for tickets and auction items
- 6. Advertising (bus shelters, Record newspaper, etc.)

D. Other Service Projects

1. Support the initiating of any other service projects determined by the NWHCS in the next strategic plan

6. Programs

A. I's on the Street

I's On The Street is a unique outreach program operated as a street cleaning business that engages homeless or near homeless people, many with mental illness/addiction issues, into recovery through employment.

It is an award winning, non-profit social enterprise designed to serve as a "stepping stone" to regular employment. Through a collaboration with the Uptown and Downtown BIA's, the City of New Westminster, CMHA, Fraserside and the New Westminster Homelessness Coalition, this program strengthens each year and hopes to expand in the near future.

B. Homelessness Action Week

Communities and organizations throughout Metro Vancouver, BC and the Yukon organize events to mark the annual Homelessness Action Week. The New Westminster Homelessness Coalition is pleased to support this initiative with a week full of events. It takes place yearly beginning the day of Thanksgiving.

C. Homeless Connect Days

People who are homeless can connect 1-on-1 with FREE services during these events.

Services offered include:

Help to find housing
Dental service

Mental health and substance abuse support
Legal counselling
Haircuts, massages
Help to acquire identification

Employment counseling
Access to elected officials
Chiropractic service
Ophthalmologist
Flu shots
Nurse consultation

Currently NWHCS is in the process of expanding the number of Connect Days from annually, to eventually having them held quarterly. We need to find new hosts as well as sponsors for meals at the event, which are major drawing cards for at-risk individuals to attend.

7. Strategic Plan

The below draft action plan is based on the responses of Homeless Coalition members to interviews administered during April and May 2016 and the feedback as provided by Homeless Coalition members at a focus group held in July 2016.

Priority 1: create opportunities for people to be self-determining and self-sufficient

Strategy	Activities	Timeline
Expand and develop I's on the	Increase support from BIA's and	2017
Street	other agencies	
Increase impact and frequency of	Explore other dates and host	2017-2018
Connect Days	agencies along with potential	
	sponsors for meals	
Explore strategies and	Discuss steps to develop a Rent	2016-2017
opportunities to support people	Bank	
in New Westminster	Explore feasibility of a health	
	clinic	
Collaborate with other	Ask HAW committee members	2017
organizations to expand service	remaining as a services	
offerings	subcommittee	
	Recruit new members for	
	committee	

Priority 2: Develop and strengthen the organizational capacity of NWHCS

Strategy	Activities	Timeline
Implement a membership drive	Create list of potential members	2017
	Write letters and deliver	
	presentations	
Enhance community involvement	Review and present strategic plan	2017
in NWHCS	Collect sample marketing plans	
	and decide whether to create	
	one	
	Look at partnership opportunities	
	with police and health service	
Create a recruitment and	Create a committee to develop	2017
succession plan for board	new board members	
members	Recruit new community	
	members	

Priority 3: develop and secure sustainable funding for NWHCS

Strategy	Activities	Timeline
Explore and develop new funding	Recruit members with	2017
strategies	fundraising skills	
	Create a fund development	
	committee	
Develop resources to support a	Recruit and hire fulltime	2018
fulltime coordinator	coordinator	

Priority 4: engage and expand relationships with the government

Strategy	Activities	Timeline
Explore inclusion with city	Talk to city council members re.	2017
committees dealing with poverty,	committees and make a request	
homelessness, housing and other	to be included	
social issues		
Develop an advocacy policy	Discuss with members and set up	2017
	a committee to look into current	
	policies	
	Find a member who can write up	
	a new policy and disseminate to	
	members	
Explore and develop 2 joint	Introduce idea of joint ventures	2016-2017
ventures with the City of New	at council meeting	
Westminster	Work with city to develop 2	
	possibilities	
	Launch joint ventures	

8. Contact Information

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