

CI-YAOC Governance and Structure

1.0 Introduction

The Collective Impact – Youth Aging Out of Care (CI-YAOC) community began meeting in April 2014 and came together around a common interest to achieve system-wide improvements in the outcomes for youth transitioning out of foster care in the Vancouver area of British Columbia.

Vision: invest in youth by creating equity of access to meaningful experiences, caring connections, and opportunities for growth based on individual needs, wants and readiness.

May the odds be ever in your favor!

Our goal as a collective community is to enhance the outcomes for youth transitioning out of care ensuring they have access to basic needs, opportunities to reach their full potential and contribute to their community.

2.0 Collective Principles

The following collective principles guide our work:

Context, Space and Relationships: Life experience creates context and influences patterns: discern when to respect existing culture and when to stretch towards something new.

Intention and Invitation: Continue to invite others to participate in the shared purpose of this initiative with the intention of guiding us into actions that fulfill our desired impact.

Transparency and Courageous Modelling: Transparency occurs when we believe that information flows freely and results in taking action in direct and honest ways that serve the initiative.

Trust the Wisdom of the Whole Community System: Seek intelligence and direction from young people, service providers and unlikely community allies to spark innovative solutions and options to move towards the desired impact.

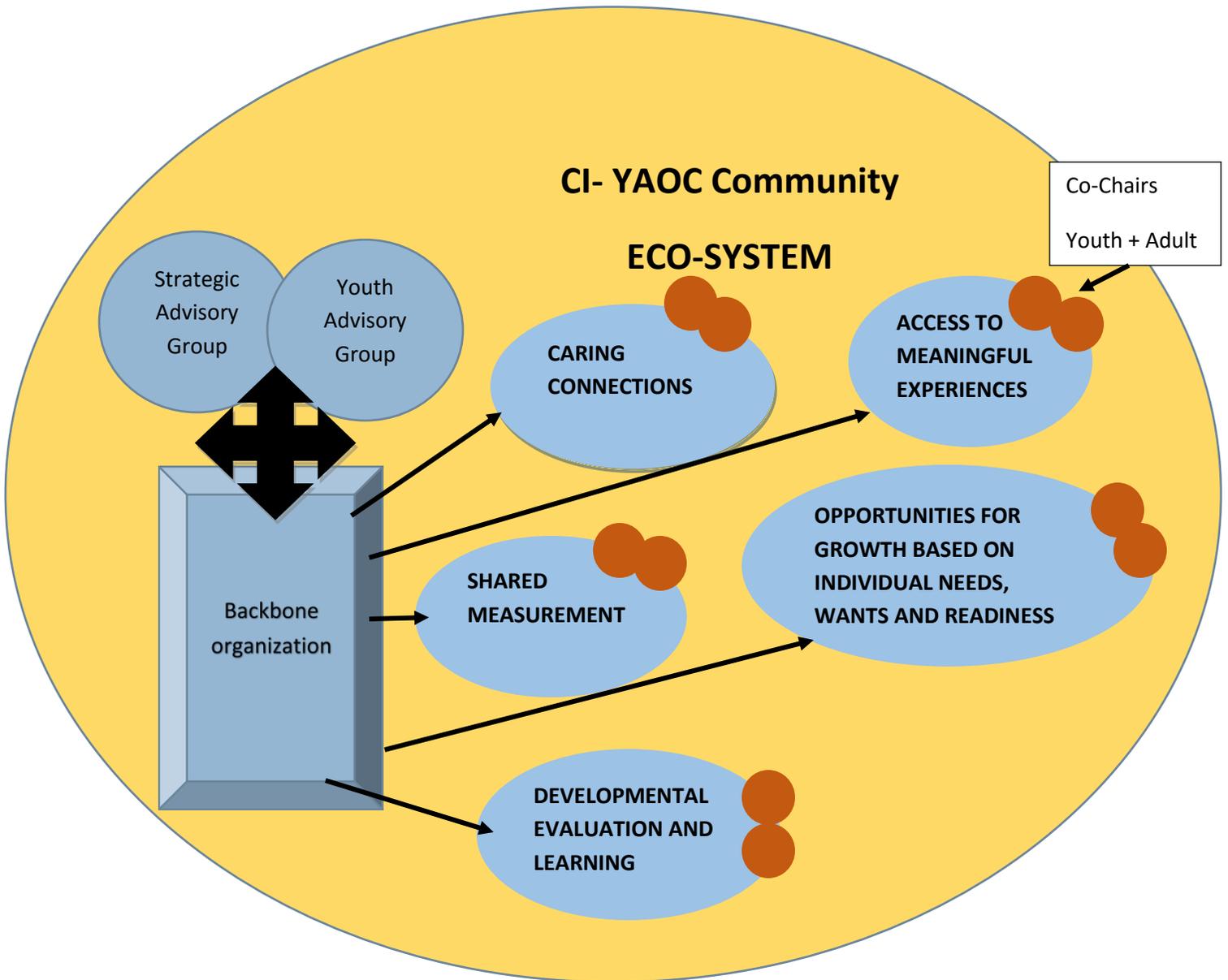
Power Shift: Value contribution equally no matter where it comes from.

Iteration: Iterative feedback loops are foundational to the collective impact process: one conversation informs the next and learning deepens and expands understanding and possibilities.

CI-YAOC Youth Engagement Practices:

- ✓ Respect privacy
- ✓ Remove barriers – make participation easy
- ✓ Create safe spaces for our voices to be heard
- ✓ Get youth feedback – ask
- ✓ Diversity of youth
- ✓ Leadership
- ✓ Accountability and transparency

3.0 Structure



4.0 Governance Terms of Reference

4.1 Definitions

Collective Community

The collective community is a group representing government organizations, service providers, youth in and transitioning out of foster care, community members, and others interested in working towards positive outcomes for youth transitioning out of foster care in Vancouver.

Clusters

A cluster is a sub-group that is activity based formed of people and organizations that have chosen to work together on a particular issue relating to youth aging out of care. They are flexible and build on the collaborative work of the

community. Clusters and sub-groups have a reporting relationship with the Strategic Advisory Committee and the Youth Advisory Committee, for the mutual benefit of all stakeholders.

Strategic Advisory Committee

The Strategic Advisory Committee provides leadership for the CI-YAOC initiative and functions to direct action, develop shared voice, build capacity and partnerships and support the collective's common vision.

Youth Advisory Committee

The Youth Advisory Committee provides leadership for the CI-YAOC initiative in collaboration with the Strategic Advisory Committee. Youth play an important role and their voice informs all decisions and aspects of the initiative.

Project Manager

The project manager reports to the Strategic Advisory Committee and may be hired by the backbone organization acting as the fiscal host.

Backbone Organization

The backbone organization administers grants and charitable funds on behalf of the collective community. The organization provides coordination and maintains accountability while working towards collective ownership. The backbone may hire the project manager.

4.2 Collective Community

1. The name of the community is Collective Impact – Youth Aging out of Care in Vancouver (CI-YAOC Vancouver)
2. All members of the community have equal voice and status
3. All members will consult with and represent the views of their organization when making decisions within the Strategic Advisory Committee and on behalf of the community
4. Records of community meetings will be kept and made available to all members as needed
5. All members of the Strategic Advisory Committee, the Youth Advisory Committee, the community and clusters or sub-groups agree to participate in good faith toward the decision-making and conflict resolution process outlined in this document.

4.3 Roles and Responsibilities of the Strategic Advisory Committee

1. The Strategic Advisory Committee's purpose is to support the shared vision and collective principles of the CI-YAOC and to ensure mechanisms are in place to support the community.
2. Active membership in the Strategic Advisory Committee representative of the collective community will be sought and will include representatives from:
 - 2.1. Government (City of Vancouver, Ministry for Children and Family Development, Vancouver Coastal Health, Education and Post-Secondary Institutions);
 - 2.2. Non-profit organizations;
 - 2.3. Local funders;
 - 2.4. Community members;
 - 2.5. Youth advisory members (3);
 - 2.6. The backbone and project manager will participate as members of the Strategic Advisory Committee.

3. Terms for Strategic Advisory Committee members is one year with an option to renew. The Strategic Advisory Committee meets monthly via conference call with quarterly face to face meetings with the Youth Advisory Committee.

4. The Strategic Advisory Committee is responsible for making decisions regarding the work, direction and development of the collective community as a whole, maintaining primary responsibility to the broad spectrum of projects and activities. In addition, the Strategic Advisory Committee will direct the work of the project manager and administer budget through the backbone.

5. In a case where any member is not acting in good faith or the interests of the collective community, as defined in this governance model, a vote of two-thirds of the Strategic Advisory Committee will be required to remove that member.

4.4 Roles and Responsibilities of the Youth Advisory Committee

1. The Youth Advisory Committee's purpose is to support the shared vision and collective principles of the CI-YAOC and to ensure youth are meaningfully engaged in decision-making to support the work of the community.

2. Active membership in the Youth Advisory Committee representative of the collective community will be sought from:

- 2.1. Various non-profit organizations' youth advisory committees;
- 2.2. Youth actively engaged in Phase 1 of the initiative;
- 2.3. Youth in foster care and youth that have transitioned from care.

3. Terms for Youth Advisory Committee members is one year with an option to renew. The Youth Advisory Committee meets monthly with quarterly meetings with the Strategic Advisory Committee.

4. The Youth Advisory Committee provides the voice of lived experience and participates in all aspects of decision making for the work of the collective community;

5. In a case where any member is not acting in good faith or the interests of the collective community, as defined in this governance model, a vote of two-thirds of the Youth Advisory Committee will be required to remove that member.

6. Regular attendance at all meetings is required to maintain membership in the Youth Advisory Committee.

4.5 Roles and Responsibilities of Clusters

1. A cluster is a topic specific sub-group that makes its own decisions about how to work together.

2. Each cluster will have co-chairs: one youth representative and one adult representative, responsible for the organization of meeting dates and spaces.

3. The project manager and backbone provide administrative support to each cluster.

4. Cluster co-chairs recruit members from the collective community and are encouraged to invite other stakeholders to participate.

5. A cluster is responsible for reporting its activities to the Strategic Advisory Committee, Youth Advisory Committee and the collective community.

6. With the support of the Strategic Advisory and Youth Advisory committees, new clusters will evolve in the collective community. Any stakeholder may suggest and champion the creation of a new cluster.

4.6 Decision-Making and Conflict Resolution Process

1. The collective community will work on a consensus basis; consensus being “a collaborative process where a decision has been developed in ways that seek to meet the needs and interests of all the group members”. In other words, the point where everyone can live with the final agreement without compromising issues of fundamental importance.
2. If consensus is not possible to achieve, the Collective Community will use standard Roberts Rules, wherein a two-thirds vote of present members is needed to pass a decision.
3. In light of the nature of collaboration and fiscal responsibility, the backbone organization will retain financial and legal control associated with grant administration.
4. If a discrepancy or disagreement exists between any of the groups, a meeting will be held with the affected parties and the Strategic Advisory Committee in hopes of reaching a consensus on the issue. Ultimately, the backbone is responsible for financial and legal decisions, and will have veto power over such concerns affecting the project.

SCHEDULE B – Budget July 2016 to March 2017