

## **Inform: Healthy and Safe Communities Staff Representative to the LGBTQ Advisory Committee**

For the LGBTQ Committee Meeting December 21, 2021

### **Council Direction**

At the Emergency and Community Services Committee (ECS) meeting on November 4, 2021, as part of Item 7.2 LGBTQ Advisory Committee Citizen Committee Report, respecting Recommendations from the Community Conversation, ECS directed that staff from the Healthy and Safe Communities Department attend meetings of the LGBTQ Advisory Committee.

### **Overview of the Healthy and Safe Communities Staff Representative Role**

The purpose of the Healthy and Safe Communities (HSC) Staff Representative role is to act as a resource for the LGBTQ Advisory Committee during committee meetings by:

- Providing guidance on understanding processes within the HSC Department and what is and is not possible within the scope of the Department's work.
- Answering questions about the work of the HSC Department; and
- Following-up with appropriate HSC staff based on questions from the committee as needed.

Should the HSC Staff Representative need to bring forward items to the LGBTQ Advisory Committee for consultation as part of their regular staff role, they would do so as per the delegation process for staff.

The HSC Staff Representative role will be filled by the Manager, Human Services, Strategy and Continuous Improvement who works within the General Manager's Office in the HSC Department. It is the expectation that the HSC Staff Representative attend all LGBTQ Advisory Committee meetings moving forward and should they not be able to attend, will send a designate in their place. The name and position of any designate will be forwarded to the LGBTQ Advisory Committee Staff Liaison in advance of the meeting.

The LGBTQ Advisory Committee Staff Liaison from the City Manager's Office will continue to remain in place to support the committee procedurally. The role of the HSC Staff Representative was developed through consultation with the City of Hamilton Clerks.