

# NEIGHBORHOOD SAFETY COMMITTEE POLICY AND PROCEDURES

NOVEMBER 2018

**Mission / Purpose Statement:** The Community Assembly Neighborhood Safety Committee will research issues involving neighborhood safety as directed by the Community Assembly, as requested by City Departments or Committee Members and provide recommendations and resources on these issues to the Community Assembly.

**Membership:** Committee participation is open to any and all individual members of neighborhood councils in good standing with the Community Assembly. The names of individuals attending committee meetings will be recorded according to their neighborhood council and as either self-identified neighborhood council representative, neighborhood council alternate representative, or other.

**Voting and Quorum:** At minimum, representation from three separate Neighborhood Councils will constitute a quorum for voting purposes. When there is no consensus, the committee members present will vote, and a majority vote is needed to pass a recommendation on to the Community Assembly.

**Officers and Terms:** The committee will have up to two officers: Chairperson and Secretary. Elections will be in December for a term of one year.

**Meeting Schedule:** The committee meets the 2nd Tuesday of each month, unless otherwise notified. Additional meetings may be called as necessary.

**Reports:** Community Assembly Policy and Procedures require a report from standing committee once per quarter or more often if requested by the Community Assembly.