

## **Marion County Facilities Steering Committee Charter**

### **Purpose**

To evaluate the December 2006 Facilities Master Plan prepared by DSA and make recommendations to the Board of Commissioners on priorities and implementation process that balances the need for space, timing, and available financial resources.

### **Authority/Responsibility**

The Board of Commissioners retains final authority for adopting and implementing a facilities master plan.

The Facilities Steering Committee will be responsible for evaluating recommendations from the site specific subcommittees regarding space needs, program operations, funding options, and timing issues. The Steering Committee will create and provide direction to subcommittees as necessary. The Steering Committee will submit recommendations to the Board of Commissioners.

### **Support**

The Business Services Department, in cooperation with other County staff, will support the committees.

### **Committee Membership**

The Business Services Director will chair the Steering Committee. The Steering Committee will consist of a County Commissioner, the Senior Policy Advisor to the CAO, the Chief Financial Officer, the Treasurer, at least two community members and one representative from the Health Department, Juvenile Department, Sheriff's Office and Public Works.

### **Time Frames**

The Steering Committee will provide a report to the Board of Commissioners by November 30, 2007.

### **Committee Operation Ground Rules**

- Decisions by consensus
- One person speaking at a time, no side conversations
- Keep agreements that are made
- Commit to attending the meetings
- Start and end meetings on time
- Respectful of others & ideas
- Honest, candid views