



# **2020 Census Complete Count Stakeholder Working Group Charter**

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## **Working Group Charter**

### **Purpose**

The purpose of the 2020 Census Complete Count Stakeholder Working Group (Working Group) is to involve community leaders throughout the San Diego region in developing a strategic plan and implementation plan for how the county-allocated funds provided by the California Complete Count Census 2020 Office (through SANDAG Contract 5005761) will be used to best encourage all people to respond to the 2020 census, particularly those who have historically been difficult to count.

### **Line of Reporting**

The Working Group will provide one or more progress reports on its efforts to the SANDAG Board of Directors.

### **Responsibilities**

Oversee the development and execution of the strategic plan, which is the framework for the 2020 Census Complete Count outreach efforts in the San Diego region, and the implementation plan, which will further refine the action steps necessary to execute the strategic plan. These plans include allocation of the available funding across various outreach activities.

### **Membership**

Each SANDAG subregion, as well as the City of San Diego and the County of San Diego, shall have a voting representative on the Working Group. The primary member of that subregion on the SANDAG Executive Committee shall appoint an elected official or staff member from one of the member agencies within that subregion, as well as one or more alternates, to represent the subregion as a voting member on the Working Group. Additional nonvoting advisory members may be added at the discretion of the Working Group Chair to foster input from other public agencies, the business community, the education community, and community-based organizations.

### **Selection of Chair**

The voting members shall elect a Chair of the Working Group from among themselves. The Working Group chair may appoint a Vice Chair as needed to help manage the group's workload and responsibilities.

### **Meeting Time and Location**

The Working Group will meet at SANDAG as frequently as needed to achieve its responsibilities as determined by the Chair.

### **Duration of Existence**

The work of the Working Group will conclude by December 2020 when the agreement with the California Complete Count Census 2020 Office expires.