Denver Economic Relief & Recovery Council Charter
May 11, 2020

I. MISSION
In response to the economic impacts of the COVID-19 pandemic, the Denver Economic Relief and Recovery Council (ERRC) will assist in the relief and recovery of Denver’s economy by coordinating public and private efforts to assist businesses, nonprofits, employers and workers during and after the COVID-19 pandemic.

II. VISION
Our vision is that the City and County of Denver’s economy emerges from the COVID-19 pandemic stronger that it was before.

III. AUTHORITY
The Denver Economic Relief and Recovery Council (ERRC) is established under the authority of the Mayor of the City and County of Denver through Denver Economic Development & Opportunity (DEDO).

IV. MEMBERSHIP
Members of the ERRC will represent a cross-sector of the city’s key industries and business segments, relevant to the council’s five committees. Council members will participate on a strictly volunteer basis.

V. VALUES
Council members shall carry out their responsibilities in a professional manner demonstrating respect and integrity and creating open and direct communication among other ERRC members. Members shall also work fairly and equitably to ensure accountability to all residents and businesses of Denver. We believe:

✓ We must come together as a community and create common goals amongst the public, private, and nonprofit sectors.
✓ We must take care of the most vulnerable first. Equity is a unifying theme through everything we do.
✓ We must provide bold leadership, and innovative solutions.
✓ And, together, we will solidify Denver as the most equitable, progressive, modern city in the world.

VI. OBJECTIVE
The Economic Relief and Recovery Council shall serve as an advisory group that will provide strategic recommendations to the Mayor and the City’s Executive Leadership on how to mitigate and prevent further negative impacts of COVID-19, as well as accelerate future growth to the Denver economy and businesses. This shall include:
1. Assessing economic trends and impacts to inform relief and recovery policies and programs;

2. Providing strategic planning and direction on implementing policy and other recommendations to address COVID-19 related impacts on businesses, workers and nonprofits;

3. Providing guidance on revisiting current policies that may need to be revised to encourage and incentivize future business growth;

4. Providing any recommendations realized during committee meetings and endorsed by participants in a consensus manner.

VII. ORGANIZATION

Council Chair
The Council Chair shall be determined by the Mayor of the City and County of Denver and shall serve a term designated by the Mayor. The Chair shall work directly with the Mayor and City Executive Sponsor to finalize actions taken based on the recommendations provided by Co-Chairs and committee members.

City Executive Sponsor
The City Executive Sponsor shall be the Executive Director of Denver Economic Development and Opportunity, unless otherwise designated by the Mayor of the City and County of Denver. The City Executive Sponsor shall work with the Mayor, the Council Chair, and the Senior Advisor Team to guide the work of the ERRC, and to coordinate with city leaders.

Co-Chairs
The Co-Chairs shall be determined by the Mayor of the City and County of Denver, Council Chair and the City Executive Sponsor and shall serve a term designated by the Mayor, Council Chair and City Executive Sponsor. Co-Chairs shall represent both industry and city leadership and shall be responsible for leading and coordinating with their respective committees to provide strategic recommendations to the Mayor and Council Chair.

Committee Members
Committee members are subject matter experts regarding the industry group each belongs to. These committee members will provide direct counsel to the members of the City and County of Denver regarding policy recommendations that will provide relief and recovery to their industry.

City Facilitators
The City Facilitators shall be responsible for supporting the Co-Chairs, which may include administrative tasks, facilitating meetings, developing policy recommendations, and assisting with bringing additional partners to the table as necessary.
City Support Staff
The City Support Staff will comprise of city personnel from agencies across the City and County of Denver and shall represent the city by providing policy expertise in their subject matter on each committee. City Support Staff shall be designated by their agency leadership.

VIII. COMMITTEES
The ERRC shall be comprised of five Committees: 1. Restaurants, Entertainment, Cultural and Hospitality, 2. Small & Medium Businesses, 3. Construction and Development, 4. Large Employers and Anchor Institutions, and 5. Strategic Partners. Each committee will develop policy recommendations and strategies that align with state and federal health guidelines, to respond to and stabilize businesses in their respective industries and reinvigorate consumer demand. Additional committees may be established to support the objectives above.

Structure and Meetings
Each committee, in coordination with its designated City Facilitator, will set the frequency and length of each of their meetings as needed to meet deadlines set by the Council Chair.

IX. DECISION MAKING
As this council is advisory by nature, all recommendations directly related to the daily operations of the City and County of Denver, are subject to approval by the Mayor, city leadership, and City Council as appropriate.

X. DURATION
The ERRC will continue until otherwise determined by the Mayor of the City and County of Denver.

XI. CONFLICTS OF INTEREST
Participation and voting in council business by members of the council shall be subject to the requirements and limitations of the city’s Code of Ethics, in accordance with DRMC 27-163(b).

XII. PUBLIC ACCOUNTABILITY
The ERRC shall ensure that all activities related to the council are conducted with equality of opportunity for all segments of the community without regard to race, color, religion, national origin, gender, age, military status, sexual orientation, gender identity or gender expression, marital status, or physical or mental disability.

XIII. COMMUNICATIONS & COLORADO OPEN RECORDS ACT
1. The ERRC shall ensure respectful, accurate, transparent, and timely communications between its members, between the council and City and County of Denver staff, and between the council and Denver’s City Council.

2. The Mayor’s Office and DEDO communications teams shall manage all ERRC communications, including: outward-facing, such as media relations and those between the council and City Council; and between the ERRC and city agencies.
3. The ERRC members shall respect and observe utmost confidentiality of the discussions/conversations, recommendations, decisions, and overall work process of this council.

4. All materials (print and digital) produced through and because of the work of this council are subject to the Colorado Open Records Act and include but are not limited to meeting minutes, emails, voicemails, social media posts, audio and video recordings.