FINAL

Continuum of Care Executive Committee Meeting Minutes

May 2, 2024 – 3:00 p.m.-4:30 p.m.

Virtual Meeting on Microsoft Teams

Voting Members: Ciera Dunlap, Dan McCarthy, Douglas Schmidt, Jeff Garrett, Kevin Lindamood, Chuck Callahan, Levy Johnson

Other Attendees: Alison Korte, Janice Miller, Ernestina Simmons, Mary Rode, Kate Calhoun, Ellis Lee

AGENDA:

I. Approval of Minutes
   A. Dan motions to approve March Executive Committee Meeting minutes. Jeff seconds. Minutes approved.

II. Report from TAC on Progress on Standards Operating Procedures Updates with Alison Korte & Janice Miller
   A. Alison solicited feedback on the 250-page Summary of CoC and ESG Written Standards feedback document, highlighting that the document has an executive summary that provides an overview and links that take the reader to sections quickly. The discussion included integrating the new logo utilizing a platform like Fiverr, ensuring HUD compliance and clarification that the process is community driven. Kevin motions to approve the updated draft, Ciera seconds. Kevin, Dan, Ciera, Chuck, Douglas, Levy all vote in favor, no denials or abstentions. Motion passes and recommendations will be forwarded to the Board for final approval. Alison agrees to remove watermark and return the finalized draft to Jeff, Dan and Mary.

III. Reflections on 4/25 CoC Board Session with Chrissy Thornton from ABC.
   A. Members reflected on the session with Chrissy Thornton from ABC, nothing that ABC offers a variety of services including board trainings and board recruitment. There was discussion around the YAB statement and action items. Levy motions for YAB and LEAC to lead a meeting for the entirety of the CoC. Ciera seconds. Kevin Ciera, Doug, Jeff, Chuck, Dan all vote in favor, no denials or abstentions. Motion passes, YAB will facilitate the CoC General Body meeting on 6/13/24.

IV. Recruitment for Open Committee Chairs and Committee Decisions- Understand the YAB/YHAC Relationship

   A. The discussion centered on the recruitment of committee chairs, highlighting that Governance, Race Equity, Employment and Income committees need chairs. There was discussion around the categorization of committees as open or closed:

1. Board: Closed membership, public meetings. The meetings do not have to comply with the Public Meeting Act, but the Bylaws state that meetings are open to the public.
2. Executive: Closed
3. LEAC: Closed
4. YAB: Closed
5. Affordable Housing: Open
6. Homeless Response: Open
7. Shelter transformation: Open
8. Employment & Income: Open
9. Resource Allocation Committee: Open to those without a conflict of interest, meaning any recipient of funds cannot attend meetings.

A. Governance: The next Governance meeting on 5/3/24 will discuss the development of a process for charter and bylaw review, rooted in the work of TAC.
B. Race Equity Committee: There were suggestions of Iya, Dana and/or Melissa chairing the committee, with a reminder that the chairs are required to be board members.
C. Employment and Income: It was noted that the committee has not been active and questioned whether it should be a committee of the CoC.
D. YAB vs. YHAC: YAB participants help run YHAC, but YHAC is in the process of re-engaging membership and going through the voting process to name a chair and co-chair. It is likely that someone from YAB would co-chair with another person. A request was made for MOHS to support with these efforts.

II. MOHS Updates
A. HUD sent a notification stating they're going to start monitoring on subrecipients starting June 3 that will last three weeks.

III. Fiscal Sponsorship
A. There's a proposal to transition to Uplift for fiscal sponsorship, due to a lower administrative fee of 6%. Doug motioned to decrease the amount that the signatory, Jeff, could spend without approval from $10k to $5k. Dan seconded. Passes unanimously. No denials, no abstentions. Motion passes.

B. There was a motion to change fiscal sponsorship to Uplift. Jeff seconded. All present voted in favor. No denials, no abstentions. Motion passes.

IV. Community of Practice RPF:
A. Fund for Housing and Opportunity has issued an RFP of $100k aimed at supporting individuals with lived experience, integrating racial equity. Levy will take information back to YAB. Jeff will discuss with LEAC. The application deadline is May 24. LEAC and YAB will discuss with their respective members and assess interest in moving forward with the application process.

V. Chuck motion to adjourn. Jeff seconded. Meeting ended 4:25 p.m.