FINAL

Continuum of Care Executive Committee Meeting Minutes

July 25, 2024 – 3:00 p.m.-4:30 p.m.

Virtual Meeting on Microsoft Teams

Voting Members: Tara Taylor, Nico Sanders, Ciera Dunlap, Eddie Blackstone, Douglas Schmidt, Carolyn Johnson, Jimmie Robinson, Levy Johnson

Other Attendees: Ernestina Simmons, Mary Rode, Kate Calhoun

AGENDA:

I. Welcome

A. Tara Taylor and Eddie Blackstone are new CoC Chairs.

II. **Approval of Minutes** – 6/27/24 Meeting Minutes

A. 7 vote to approve, 1 abstention due to absence at meeting, no denials. Minutes approved.

III. Member365 Overview

A. Kate Calhoun presented overview of Member365. There was discussion regarding changing the name of the platform from Journey Home Baltimore to Baltimore City CoC. It is recommended that committees use a template for notes to standardize note-taking. There needs to be clarification on the "Agency" membership category and if larger systems agencies receive multiple Agency accounts for sub-programs.

B. Next steps for Committee chairs:

1. Review membership lists
2. Decide who will have admin status in Member365
3. Invite MOHS to next subcommittee meeting for Member365 overview.

IV. Board Recruitment

A. There was a review of the Board attendance tracking sheet with a call to discuss potential removal based on absences. It was suggested that Governance contact the individuals with many absences to confirm their interest in serving on the Board. For the Mayoral appointed seats, the Board does not have a vote. Director Simmons requested a list of recommendations for vacant Board positions. There was a request to consider a hybrid option of Board meetings to increase accessibility.

B. **Absences**:

1. **Suggested removal**:
    a) Christine Harris - 5 straight missed meetings
    b) Kelly Smith - 5 straight missed meetings
    c) Raymond Terry - 5 straight missed meetings
    d) Alice Kennedy - 5 straight missed meetings - will confirm wish to continue serving on board or for a replacement within DHCD
2. **Conversation for removal**:
    a) Jimmie Robinson - 3 straight missed meetings from Feb 22nd - April 25th

b) Coutney McKinney - 3 straight missed meetings from April 25th to July 11th.

3. **Have missed 2 meetings (no removal):**
    a) Kevin Lindamood
    b) Daniel McCarthy
    c) Shannon Peterson
    d) Iya Dammons

C. **Board Vacancies**:
1. At-Large Representative (1)
2. Homeless or Formerly Homeless Individual (1)
3. Systems Leaders (2)

D. Proxy Voting Proposal
1. Renee Lau of Baltimore Safe Haven drafted a Proxy Voting Proposal which seeks to introduce proxy voting for Board members under the following guidelines for the proxy voter:
    a) Must be a CoC member
    b) Must have 60% attendance of CoC meetings
    c) Must have discussed the voting issues with board member they represent
    d) Must voice and vote on the board members wishes

There was concern for the attendance stipulation and ensuring proxy voter does not become the primary person attending meetings. There was a request to submit feedback for review to continue developing a proxy voting policy.

V. Fiscal Sponsorship- Creation of Lived Experience Grant Budget

A. The Baltimore City CoC was awarded an $80k grant and is looking for volunteers to support the creation of a budget by the end of next week.

VI. Year/Bi-Yearly Info Session

A. New Board members are seated on January 15. There is a request for the Baltimore Ciy CoC to host annual or biannual information sessions and a Board orientation around this time.

VII. CoC Committee Updates

A. **LEAC**: Chair was removed from the Board in previous Board meeting. The Bylaws state that the LEAC chair must be a Board member. With two YAB members currently on the Board and transitioning this year, it was suggested that Da'Mel Ross move to the LEAC chair. This would require an LEAC election. It was recommended to discuss with Ellis, the co-chair, and for Da'Mel to attend the next LEAC meeting.

VIII. MOHS Updates

A. **CFA FY2025** was released with Identity Access and Manna House not receiving renewed funding, and Baltimore Station receiving a reduction in funding. Director Simmons will share a list of agency names, programs and the type of funding with the Executive Committee, omitting funding amount.

B. **Released RFP for Hotel Acquisition:** The application date has been extended to August 30.

C. **CoC NOFO** was released on Friday, marking the first time HUD has published an RFP focused on construction and rehabilitation in units, requiring CoC agreement and Tara's

approval. Only MOHS can apply for this. Another NOFO release is expected soon. The CoC must complete its ranking process before submitting a single application.

D. **For Homes for America, HABC, and Baltimore City DSS: Restoration Gardens** MOHS might release a letter of interest to identify a service provider for restoration.
E. **TA** request for CoC Governance and Bylaw review was submitted. Director Simmons will coordinate dates with Tara and Eddie.
F. **PIT:** Typically addressed after NOFO. MOHS hired a consultant who started a workplan that includes SOPs. It is not final. This process will start in September.