

**GA Balance of State CoC Membership and Rules Committee Meeting****September 8, 2104 / 10:00---12:30 PM**Go-To-Meeting Conference Call (<https://www4.gotomeeting.com/join/763403679>)

## Meeting Notes

**Welcome and Introductions** – Don Watt, Director, OPPA*Attendance:***Members Present:**

Evan Mills, MSW, Advantage Behavioral Health Services; Northeast GA

John Moeller, Action Ministries, Inc.; North, GA

Cynthia Patterson, River Edge Community Service Board; Central GA

Lejla Slowinski, Lawrenceville Housing Authority; Gwinnett, PHA Representative

Don Watt, Department of Community Affairs; Special Needs Housing Statewide

**Members Absent:**

David Blackwell, Albany Homeless Coalition; Southwest, GA

**Collaborative Applicant Staff:**

Jonathan Cox, Department of Community Affairs

Tina Moore, Department of Community Affairs

**Support Entity:**

Lindsey Stillman, Ph.D., Cloudburst Consulting Group; HUD TA

The first meeting of the Interim Membership and Rule Committee began at 10:00 A.M.

The meeting began with an overview of the HEARTH Act and the Continuum of Care (CoC) Program. Dr. Stillman reviewed the purpose of a CoC, HEARTH Legislation, changes to the CoC as a result of the HEARTH Act, CoC Roles as they relate to CoC Membership, CoC Board Requirements, Collaborative Applicant, and CoC Responsibilities and functions.

Jonathan Cox provided an overview of the Balance of State (BoS) Board structure, BoS Committees, and responsibilities of the Membership and Rules Committee as outlined the Governance Charter that was ratified by Members on January 28, 2014. Mr. Cox discussed current action items, and action items to be addressed in the future.

Collaborative Applicant and the Committee then discussed BoS CoC Board Selection Responsibilities. The group then worked to establish:

- Nomination and voting process (and documents) for “at-large” Board Members for the five (5) BoS CoC Super Regions;
- Minimal criteria for nomination and confirmation of “at-large” members to the CoC Board;
- Characteristics for Governance Board Members;
- Process that will be followed by the Collaborative Applicant in conducting the election of regional Board Members; and

**Georgia Department of Community Affairs**

Approved Governance Charter and other related information available at:

<http://www.dca.ga.gov/housing/HousingDevelopment/programs/continuumofcare.asp>

- Voting Membership Policy.

Following this discussion, the Membership and Rules Committee approved the following (to be posted on the BoS CoC web page separately):

#### **Nomination and Voting Process**

1. Following membership solicitation, DCA will distribute the Request for Nominations to interested parties serving or living in the Balance of State CoC and post the notice on DCA's web site.
2. Nomination forms, with candidate information, are to be sent to DCA (see page 1 for instructions).
3. Candidate information will be distributed to the Membership and Rules Committee. Following review by all parties, DCA will set up a meeting (conference call or in-person) with this Committee to discuss eligibility of candidates, regional selection, and other criteria. Specific candidates may also be targeted by this Committee.
4. Based on the selection criteria listed, the Membership and Rules Committee will develop and release a slate of proposed candidate nominations (one for each region) for full membership vote on the slate, as a whole.
5. DCA will solicit votes from the full list of Voting Members and voting will take place through an on-line process so that votes will be recorded

#### **Voting Membership Policy**

1. Each agency will have one vote for all matters called to a vote, including but not limited to, board representation.
2. It is the responsibility of the agency to designate a voting member.
3. While individuals, and non-voting staff of agencies, can be members of the CoC, provide input, and serve on committees, only agencies will have the ability to vote.

The next meeting of this Committee was set for 10:00 A.M on Friday, September 26, 2014.