

# SOUTHERN NEVADA CONTINUUM OF CARE (CoC) GOVERNANCE STRUCTURE OVERVIEW of PROPOSED AMENDMENTS

The re-authorization of the  
SNRPC Committee on Homelessness (CoH) and Continuum of Care (CoC) based  
upon the  
HEARTH ACT

First Adoption – August 14, 2014

## Adoption Schedule for Amendments

November 12, 2015 – First Review with SNH CoC Board

December 10, 2015 – For Final Adoption by CoC



# Governance Structure Team

## Members (part of the Planning Working Group)



- Stephen Harsin (Champion)
- Kathi Thomas-Gibson
- Barbara Geach
- Bobby Gordon
- Arash Ghafoori
- Stacy Sutton Pollard
- Marilee Hansen – Technical Support
- Michele Fuller-Hallauer – Technical Support
- Cheryl Ross – Administrative Support

# General Housekeeping



- Spelling errors
- Renumbering
- Clarifying terminology (where appropriate)
- Removed all reference to the Regional Initiatives Office and reassigned business items accordingly
- Additional Definition

# Key Items of Importance



- Creating an Executive Committee (new concept)
- Rewrite of the Regional Coordination/Administration
- Number of SNH CoC Board Meetings per year
- Board Members shall sit on one or more Working Groups
- Board Members shall serve as Champions to Working Groups
- Creating Appendix M: List of members, assignments, etc.

# Key Items of Importance



*Based on discussions from the November 12<sup>th</sup> meeting, additional recommendations are provided for:*

- Members Assigned to Working Groups
- Number of SNH CoC Board Meetings
- Executive Committee
- CoC Membership (Housekeeping Addition)
- HMIS Lead (Housekeeping addition)

# Members assigned to Working Group



**2.6.2** ~~Any~~ All SNH CoC Board members or their alternate ~~may participate~~ shall serve on at least one Working Group. Board members who have conflicts with attending working group meetings shall contact the respective champion(s) to develop alternative means of participation. Each working group will have a minimum of one SNH CoC Board member or their alternate as a champion. Working groups are not subject to the Open Meeting Law, but should remain open to public participation and observation.

# Number of SNH CoC Board Meetings



## **OPTION A** (presented at the Nov 12<sup>th</sup> meeting)

**5.2.1** Regular Board meetings are held no fewer than 6 times per year ~~monthly~~ on the day designated in the Public Notice. The Co-Chairs may cancel up to ~~3~~ 2 meetings per calendar year.

**OR**

## **OPTION B**

**5.2.1** Regular Board Meetings are held no fewer than 8 times per year (that includes a minimum of 2 Workshops) on the day designated in the Public Notice. The Co-Chairs may cancel up to 2 meetings per calendar year.

# SAMPLE CALENDAR



Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
CoC						CoC					
Board		Board		Board		Board		Board		Board	
			Work shop						Work shop		
Board Membership Composition						Governance Structure Updates					



# Executive Committee



- *Change wording from Executive to Steering:*

## Section 4.4 – ~~Executive~~ Steering Committee

NOTE: The term “committee” does not trigger Open Meeting Law Requirements and the Governance Structure will clearly indicate that this “committee” is a “fact finding”, “research” and “development” body and will bring the information to the SNH CoC Board for final action as appropriate.

# Definitions



- **New Definition...**

**Executive Steering Committee** – Given the size of the SNH CoC Board representing both jurisdictional stakeholders and community stakeholders, an Executive Steering Committee is established to create clarity for the SNH CoC Board by focusing on the routine administrative business matters related to the CoC and SNH CoC Board, setting direction for future SNH CoC Board meetings and agendas, strategic planning, coordination of the working groups, and review financial activities among other critical administrative items. The committee operates based on consensus functions as fact finding, research and development body pertaining to administrative functions and ultimately forwards schedules such matters before items to the full SNH CoC Board for discussion, review and/or approval.

# Executive Committee



- **NEW SECTION 4.4 (continued)...**

## 4.4.2 Procedures

4.4.2.1 The Executive Steering Committee will meet monthly and may adjust their meetings as deemed appropriate to support the direction of the SNH CoC Board.

4.4.2.2 ~~Decisions will be based on a consensus of the group,~~ The Committee serves in the capacity of fact finding, research and development body for the Board with final recommendations being forwarded to the SNH CoC Board for final action.

4.4.2.3 **Supplemental Funding Sources** - The ~~Regional Initiatives Office~~ Executive Steering Committee should explore the availability of State, Federal, and other monies, which together with private donations, may assist in meeting the budgetary requirements of the regional homeless efforts.

# CoC Membership



- ***Additional Language...***

**3.1.1** On behalf of the CoC, the SNH CoC Board will issue a public invitation for new members to officially join the Continuum of Care from within the service area on an annual basis. (*Reference Section 2.2.3*)

**3.1.2** CoC Members will have the opportunity to vote at the CoC meetings as well as any special CoC meetings that may occur.

**3.1.3** CoC Members are encouraged to participate on working group(s) and/or ad hoc working group(s).

# HMIS Lead



- *Additional Language...*

## Section 8.8 - HMIS Lead

8.8.1 HUD HMIS requirements as pursuant to 24 CFR 578.7 are codified in the HMIS Governance Charter that is incorporated by reference into the SNH CoC Governance Structure.

# RIO Responsibilities Reassigned to.....



- Re-distribution of the formerly Regional Initiatives Office to the following:
  - Steering Committee
  - Collaborative Applicant
  - Evaluation Working Group
  - Planning Working Group
  - HMIS Working Group
  - Monitoring Working Group
  - Community Engagement Working Group
  - CoC Coordinator

(reference handout for details - CROSSWALK)

# Time Schedule



**SNH CoC Board Presentation and Review**  
**November 12, 2015**

**SNH CoC Board acceptance and approval**  
(with the option to add conditions for possible changes during a motion)  
**December 10, 2015**

**SNH CoC Board recommendation to the  
CoC for approval**  
(with the option to add conditions for possible changes during the motion)  
**December 10, 2015**

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