

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

First Amendment – December 10, 2015

Adoption Schedule for Amendment

December 8, 2016 – First Review with SNH CoC Board

January 12, 2017 – 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
- Kelly Jo Shebeck
- Marilee Hansen – Technical Support
- Michele Fuller-Hallauer – Technical Support
- Cheryl Ross – Administrative Support

General Housekeeping



- Spelling errors
- Renumbering
- Clarifying terminology (where appropriate)
- Removed remaining references to the Regional Initiatives Office (RIO) and reassigned business items accordingly

Key Items of Importance



- Responsibilities of All Members
- Attendance
- Special Meetings of the SNH CoC Board
- Board Members shall serve on one or more Working Groups, Ad Hoc Working Groups, Sub-Working Groups
- CoC Funding Applications

Housekeeping



- **Section 3.4 – Community Stakeholders Membership**
- **3.4.4** The ~~Regional Initiatives Office~~ Collaborative Applicant will coordinate the process and bring completed applications to an ad hoc working group, who in turn will screen, review and evaluate Board Interest Forms in order to forward their recommendations to the SNH CoC Board for final action.
- **3.4.5** Board of Interest Form may be submitted anytime throughout the year. Cut off dates to be considered for the following calendar year, will be determined by the ~~Regional Initiatives Office~~ Board Selection Ad Hoc Committee and published accordingly. For members currently serving but whose term will expire, a Board of Interest Form must be submitted in order to be considered for another term.

Responsibilities of All Members



- **Section 3.7 - Responsibilities of All Members**

3.7.2 Each SNH CoC Board member shall serve on at least one Working Group, Ad Hoc Group, and/or Sub-Working Group. Another CoC member's participation can count towards this requirement as long as the participant represents the same Community Stakeholder's sub-population. It is the SNH CoC Board member's responsibility to report this to the Champion of the Working Group, Ad Hoc Group and/or Sub-Working Group.

Attendance



Section 3.9 - Attendance

- ~~• 3.9.1 To maintain an active membership, the member or the alternate must attend a minimum of 75% of the regularly scheduled SNH CoC Board meetings.~~
- 3.9.1 Attendance and active participation at SNH CoC Board meetings is a key responsibility for all ~~committee~~ board members and their representatives.

Attendance



Section 3.9 - Attendance

3.9.2 The attendance of each SNH CoC Board meeting will be provided at the monthly SNH CoC Steering Committee meetings by the Collaborative Applicant for review and compliance. If a member or alternate has not attended 70% or more of the regularly scheduled SNH CoC Board meetings within a calendar year, it will require a review of the SNH CoC Steering Committee to determine the appropriate follow up and action.

Attendance



Section 3.9 - Attendance

- 3.9.3 To notify of an absence before a scheduled SNH CoC Board meeting, the representative or alternate representative must contact one of the Co-Chairs and/or the Collaborative Applicant in advance of the meeting. ~~In the event the member is unable to notify in advance of the meeting, the general reason for the absence must be provided to the Collaborative Applicant within two (2) weeks after the meeting.~~

Attendance



Section 3.9 - Attendance

- ~~• 3.9.4 When any committee member fails to maintain an active membership status, the Collaborative Applicant will notify the Co-Chairs and prepare a letter for the Co-Chairs to notice the committee member and their respective agency in writing of the absences and request the agency appoint a new representative, or risk losing their seat on the SNH CoC Board.~~

Special Meetings of the SNH CoC Board



Section 5.3 – Special Meetings of the SNH CoC Board

- **5.3.1** Special meetings of the SNH CoC Board shall be called by the Co-Chair(s) and posted in accordance with Nevada Open Meeting Laws.
- **5.3.2** When it is not feasible to convene a meeting of the full SNH CoC Board, the respective Co-Chairs and Co-Vice Chairs may convene (e.g. conference call, teleconference) to discuss and take the appropriate action. Any action will then be placed on the next available SNH CoC Board agenda for ratification.

CoC Funding Application



Section 6.5 – CoC Funding Application

- 6.5 The Collaborative Applicant shall be responsible for coordinating the CoC funding application process and bringing it to the SNH CoC Board for consideration and action. Final action shall include ratification of the agenda item, as appropriate.

Time Schedule



SNH CoC Board Presentation and Review
December 8, 2016

SNH CoC Board acceptance and approval
(with the option to add conditions for possible changes during a motion)
January 12, 2017

**SNH CoC Board recommendation to the
CoC for approval**
(with the option to add conditions for possible changes during the motion)
January 12, 2017