

# SNH CoC Steering Committee

Wednesday, September 20, 2017

11:30am – 1pm

City of Las Vegas – City Hall

5<sup>th</sup> Floor Large Conference Room

## AGENDA

### **AGENDA SETTING AND FOLLOW UP:**

1. Agenda Setting for October 12, 2017 – agenda was set for meeting – HMIS data presentation will be conducted in November, rather than the October due to the lack of availability of key presenters.

### **OLD BUSINESS**

2. Attendance of Board Members – The attendance roster was later reviewed by the Steering Committee, however all members agreed the new sign in process is going well, and collecting/reporting accurate attendance has improved.
3. New Board Member Orientation – Members agreed the new board member orientation should be revised to include specifics about each of the working groups as well as require the new board members to sign up for a working group to ensure full participation as outlined in our governance structure. Another revision to the orientation will include the board member charge and accountability statement as outlined in the governance structure.
4. CICAT Governance Structure Update – progress continues on the development of the Coordinated Intake governance structure, policies and procedures. Presentations will continue until this task is complete.
5. Dissemination of information – members agreed to fully and consistently utilize the working group monthly reports to disseminate information and to hold each other accountable when those reports are not finished. The members agreed to also announce the meeting dates and agendas prior to the meeting in case board members wanted to attend to discuss a specific agenda item. Members asked for the collaborative applicant to send all of the board meeting documents in one email so the board meeting information can be reviewed prior to the actual meeting. The collaborative applicant will work to make this happen.
6. Homeless Trust Fund – the members discussed the recommendations presented by CCSS and their legal representative which included revising the MOU to accurately reflect the operations and purpose of the SNHCOC Board, requesting the transference of the monetary funds, and dissolve the previous agreement. The board will then authorize the new agreement, thus granting SNHCOC access to those funds. Potential Homeless Trust Fund Ad-Hoc working group members include: Arash, Bobby, Teri, Emily P., Emily L., Jocelyn, Julie, Mandy, and Donna.

**NEW BUSINESS**

7. Laure presented at potential grievance form/process which was discussed during the last Steering Committee meeting. The members could not remember why this was discussed and the individuals that presented the item for discussion at the last meeting were not present during this meeting. This item has been tabled until next meeting for further discussion, clarification, and review.
  
8. The members discussed the vacant board seats and asked for the Board Selection Ad-Hoc working group to inform the steering committee and the board at large of which seat is currently vacant, which will allow for specified recruitment. The Community Engagement working group was tasked with identifying who the CoC members are and who should be invited as new participants.

Next Steering Committee Meeting: **Wednesday, October 18, 2017: 11:30 to 1pm** – City of Las Vegas