

Date: August 26, 2015

Location: CHIP Conference Room

Attendance: Michael Butler, Tyler Stumm, Phil Smith, Paul Harris

Conference Call: Brianna Gates, Terri Bailey

Absent: Colleen Gore

### **Timeline**

The elections group will present the full slate of nominees to the Continuum of Care on October 21<sup>st</sup>. The nominations form will be released on Wednesday, September 16<sup>th</sup>. CHIP will upload the nomination form to the Indianapolis Continuum of Care website. Nominations will close on October 16<sup>th</sup>.

Vetting will occur during the nomination process and will be extended until October 20<sup>th</sup>.

Elections will go live on October 21<sup>st</sup>. Elections will close November 20<sup>th</sup>. Results will be announced December 1<sup>st</sup>.

### **Resignation**

Adam Hutton is vacating his seat as a homeless/formerly homeless on the Blueprint Count. The council will elect a successor for Hutton and could do so when they meet on November 18<sup>th</sup>. Phil is also retiring soon. The council can also select someone to fill Phil's seat too during the same meeting.

#### **Other items:**

Courtney Purnell will replace Julie Fidler. Michael will submit an official recommendation from CHIP to have Alan Witchey replace Christy Shepard.

The city can submit a recommendation to replace Erica Aquila who is retiring from the city at the end of August. The city can also take no action and stay with just three seats.

### **Nomination and Ballot form**

The same nomination form will be used. Any erroneous or outdated information will be updated or removed. Unlike last election, we will not be contracting with Community Solutions. Any nomination forms will be emailed to [info@indycoc.org](mailto:info@indycoc.org). The form will also include a fax number.

The ballot will also be trimmed. Ballot will be used after nomination form is completed.

### **Disseminating information**

In reading the governance charter, there are about 78 people eligible voters.

Eligibility, according to the Governance Charter states:

“Self-identification as homeless or formerly homeless, OR; Commitment to Blueprint 2.0 as demonstrated by completion of a Continuum Membership Statement AND active participation in the Continuum over the prior 12 months as demonstrated by Continuum, Blueprint Council and/or Committee attendance sheets.”

Nominations can come from non-active CoC members. In fact, it could be used as a recruiting tool because you can contact those individuals to see if they would be interested in joining the CoC or coming to a meeting.

The nomination forms will be in CHIP's bi-weekly newsletters. It will also be posted on CHIP's and the CoC's website. We will also ask providers to distribute it to their mailing list.

### **Vetting process**

This group needs to make sure every provider is represented and has a voice. This includes reviewing our list and seeing if there are any providers or groups that are not currently included on our list.

If someone is nominated in multiple categories, then they must choose which category they want to be placed. This must be done by October 20<sup>th</sup>. If they do not choose by October 20<sup>th</sup>, then this will signify a decline of the nomination.

Michael will be responsible for vetting process.

### **Challenges?**

It could be challenging to find a currently or formerly homeless nominee. We may just have one nominee for that position.

Phil has spread the word in Partners in Housing. Tyler and Terri can do the same in their organizations.

Paper nomination forms will be available for organizations. This group will make a concerted effort to reach out to currently and formerly homeless and will reach out to other organizations to help with this effort.

### **Eligible voters**

Michael will send out list of people who are able to vote at election. Michael will double-check committee, work-group and continuum attendance list to make sure list is up-to-date.

### **Biographies and Questionnaire?**

Nominees who are determined eligible will be asked to submit a biography. Those biographies will be available at the future CoC meeting on October 21<sup>st</sup>. Michael will investigate if a questionnaire was used in the last election.

Possible questions for the questionnaire:

- What is your participation in CoC?
- Why do you want to serve on the Blueprint Council?

Questionnaire should not be more than a couple (2-3) questions.

**Blueprint Council seats up for election**

Betsy Whaley and Julia Kathary's at-large seats.

Sue Reed's formerly homeless seat.

Crystal Haslett's McKinney-Vento seat.

Dr. Aaron Kalinowski's healthcare provider seat.

**Final items:**

There is not a conflict if someone from this committee is nominated. They can serve on the committee and accept nomination.

Updates on nominees will be provided weekly. Michael will send out updates. As other questions pop up, emails will be sent out.

It was decided that witnesses should be present during the final ballot counting.

**Other meetings:**

We need to have a meeting prior to the Continuum of Care to finalize our slate of nominees. We need to have another meeting once the election process has closed. Dates were not selected.

*Meeting adjourned 11:57.*