

CHARTER REVISION WORKGROUP | MAY 13, 2016

MEETING AGENDA

9:00 A.M. – 12:00 P.M.

CHIP, 1100 W. 42nd Street, Indianapolis, IN 46208

I. WELCOME AND INTRODUCTIONS – LESLIE KELLY (10:08 A.M.)

- A. In attendance: Zachary Alexander (notes), Rebekah Bricker, Michael Butler, Rev. David Greene Leslie Kelly, Tahirah McCall, Don Sawyer, Alan Witchey, Brad York
- B. Guests: Rev. Antonio Alexander (Election Workgroup), Julia Kathary (Election Workgroup)

II. ELECTION WORKGROUP RECOMMENDATIONS FOR CHARTER DISCUSSION – REV. ANTONIO ALEXANDER

- A. CoC Notice Timeframe
 - 1. Currently 30 days
 - 2. Should this be shortened to 21 days or 15 days?
- B. “Participation” in CoC
 - 1. Different participation levels to vote and to run for Blueprint Council
 - Some workgroup members want to make participation looser so that all of the community can be involved
 - Some workgroup members want to make participation tighter so that voters are well-informed when casting votes
- C. Need for membership statements and/or code of ethics
 - 1. Some members think that the membership statement is a roadblock in voting/being a CoC member
 - 2. Transition written membership statements into a living, breathing culture and commitment to the various CoC committees that each have a specific mission and purpose
 - 3. The CoC Committee chairs and Blueprint Council need development and training, perhaps spearheaded by CHIP
 - 4. Definitely needs to be looked at by Charter Revision Workgroup
- D. Nominating process to/for Blueprint Council
- E. Written policies to better define processes
- F. Recruitment process/plan to bolster the CoC
 - 1. Two-fold: welcome and invite new CoC members AND educate on/market the CoC to new members
- G. Election Workgroup should create the ballot and it should be reviewed by the Workgroup and the Blueprint Council
 - 1. Election Workgroup should enter, verify, and tabulate

CHARTER REVISION WORKGROUP | MAY 13, 2016

III. DISCUSSION ON ELECTION WORKGROUP RECOMMENDATIONS – MEMBERS

- A. There is a need to have an emergency procedure for the Blueprint Council to make quick decisions in a time of need
 - 1. Currently, the Blueprint Council has little authority or power to make decisions without community input, despite perceptions
 - 2. A higher number of Blueprint Council members (2/3) could be required to initiate the emergency process
 - 3. To keep the community involved in the decision process, electronic communication with a tight timeframe will be issued to receive feedback from the full CoC
- B. At what point are decisions made final? By committees, Blueprint Council, and/or the full CoC?
 - 1. Decisions could be broken up into categories to see who has the final say; factors to determining who has the final say could include:
 - Funding
 - Administration
 - Community impact
 - 2. Need to educate the full CoC on HUD priorities and the need for full Continuum support despite who does and doesn't apply for/receive HUD funding
 - 3. The 2013 *How to Establish and Operate a CoC HUD* document can be a guide as to which matters should be voted on by the full CoC
- C. A need for either a past chair or a second vice chair to have a three-person executive role on the Blueprint Council; all chairs/vice chairs should come on and roll off at the same time
- D. Chairs of committees should be elected for three-year terms on the Blueprint Council
- E. Split Support Services and Housing Committees

IV. COMPOSITION OF BLUEPRINT COUNCIL – MEMBERS

- A. Current elected seats
 - 1. One (1) Homeless Prevention Provider
 - 2. One (1) Health Care Institution or Practitioner
 - 3. One (1) Mental Health or Substance Abuse Provider
 - 4. One (1) McKinney Vento Liaison or Designee
 - 5. One (1) Housing Provider
 - 6. One-Two (1-2) Homeless or Formerly Homeless Individuals
 - 7. Two (2) Direct Homeless Service Providers
 - 8. Two-Four (2-4) Members At-Large
- B. Current appointed seats
 - 1. Collaborative Applicant
 - 2. CoC Program Grantee
 - 3. Consolidated Plan Entity

CHARTER REVISION WORKGROUP | MAY 13, 2016

4. ESG Grantee
5. HMIS Lead
6. Support Entity
7. CoC Committee Chairs

C. Proposed new seats

1. Funder/Developer (elected)
2. Faith-Based (elected)
3. IHA (appointed)
4. Veterans (elected)
5. Homeless Youth (elected)

V. OTHER BUSINESS – MEMBERS

- A. Zach will provide a list of proposed elected/appointed seats for the Blueprint Council for the next meeting (listed above also)

VI. ADJOURNMENT – 11:51 P.M.

CHARTER REVISION KEY ISSUES

- Election process
- Committee structure
- Committee chairs - 1-year appointed versus 2-year elected terms
- Committee leadership and role selection
- Many committees are lacking an official secretary/note taker
- Term limits
- Annual review of charter
- HUD requirements review & Balance of State discussion
- Membership Statements
- MOUs as addendums to the charter
- ***added* Composition of the Board**

FUTURE MEETINGS

- May 26 – 9 a.m. – 12 p.m.
- June 9 – 10 a.m. – 1 p.m.
- June 23 – 10 a.m. – 1 p.m.