Chicago Continuum of Care Board of Directors
Executive Committee Meeting
January 27, 2020
9 -10am

ATTENDANCE

- Richard Rowe, LEC
- Carmelo Barbaro, Urban Labs, At Large
- Bennett Applegate, Applegate, Thorne & Thomsen, At Large
- Anna Lee, Chicago Community Trust, Private Funders
- Lisa Morrison Butler, DFSS, ESG Recipient
- Audrey Thomas, Deborah’s Place, SPC
- Maura McCauley, DFSS, CoC Board Support
- Nicole Bahena, All Chicago, CoC Board Support

MEETING NOTES

- Board Chair Rotation Discrepancy
  - Issue: The CoC Governance Charter had a discrepancy in the order of the Board Chair rotation.
  - Staff Proposal: The CoC Governance Charter is being worked through by the Charter Committee and Board Affairs committee. While the updated charter is not yet completed, they did conclude that the order of rotation for chairs would be from ESG Recipient to At Large Stakeholder, with a person from LEC next in line. Therefore, Ben will be the 2020 Chair, with an LEC person being Vice Chair. The Vice Chair will become Chair in 2021.
  - Committee Discussion
    - There should be historical documentation of this as there have been a lot of change in the past few years.
      - Maura responded: In 2017, the Charter Amendment Committee and the CoC approved the new makeup of the Exec Com along with the proposal that the Vice Chair commit to 2 years. 2020 will be the first rotation of the Committee under the updated Charter as 2019 was the first committee that was slated under the 2017 Amendment which updated the rotation to add the At Large person into the rotation.
      - Ben is fine rotating into the Chair position. He would respect anyone’s view that the Board Chair should be someone other than him.
    - Nicole/Maura to Do – find historical documentation of this.
      - Historical Documentation:
        - In 2017, the Charter Amendment and Implementation Committee (CAIC) worked through a series of charter amendments that were vetted through a feedback process, brought to both the CoC Board and December All-CoC meetings for approval. The language was in the “Election of Board Officers Amendment” presented at that meeting. The minutes for that meeting which shows the vote are here: https://allchicago.org/sites/allchicago.org/files/All_CoC_Minutes_Dec_2017.pdf
        - Here is the recommendations posted an old page for ad-hoc committees: https://allchicago.org/COC/Committees/Adhoc
Committee Slates
- Issue: The CoC Board needs to slate committees for 2020.
- Staff Proposal: AC/DFSS reach out to existing committees and ask people to renew. Each Committee can look at attendance and representation and decide whether they need to run a process to recruit/expand membership.
- Committee Discussion
  - Commissioner Butler stated - Whenever we do something like this, it’s a good time to look at attendance and recommendations to make sure LEC and stakeholder groups are represented.
  - Audrey Thomas stated – Continuity is good in order to build strong committees.
- Nicole/Maura to Do – Reach out to Committee Chairs and Staffers to look at committees and if necessary help recruit.

Conflict of Interest Forms
- Issue: The CoC Board needs to turn in COI forms for 2020.
- Staff Proposal: AC will have COI forms ready for Board Members to sign at February’s meeting, and will track receipt, and keep on file.
- No Committee Discussion
- Nicole/Maura to Do – Provide COI forms, track COI completion and follow-up with Board Members; keep COIs on file.

Board Orientation
- Issue: AC/DFSS facilitating Board Orientations for new members, per BAC decision. Would like some existing CoC Board members to participate.
- Staff Proposal: Exec Com to ask a few people to participate. Meeting is being scheduled.
- Committee Discussion
  - Ben, Richard and Audrey are happy to participate.
- Nicole/Maura to Do – Schedule Board Orientations, and invite CoC Exec Committee members who volunteered to help.

Board Agenda
- Issue: Exec Com needs to approve the CoC Board Agenda
- Staff Proposal: Draft Agenda is attached
- Committee Discussion
  - Reduce System Operations & Performance Committee and Finance Committee Reports by 5 min to yield time to the Collaborative Applicant Update
  - Audrey noted the UFA Registration Update should be a point of information only, not a full UFA presentation as that has already been done in the past
  - DFSS can provide the chair with an update on the Point-in-Time count so he can talk about that briefly.
  - Richard suggested adding in comment about Maura’s role changing with CoC Board