

## **Motion #1: Action Agenda Vote**

In December 2017, the CoC voted to test the CoC Action Agenda, a strategy and work plan for the CoC, All Chicago, and the Chicago Department of Family & Support Services (DFSS) to be more responsive, collaborative, and action-oriented in our work to end homelessness. A key component of the Action Agenda was testing an implementation infrastructure of action-oriented work groups. In December 2018, the motion to affirm the implementation work group structure was tabled until the June 2019 All CoC meeting.

At its June 19, 2019 board meeting, the CoC Board of Directors recommended that the motion to affirm the CoC Action Agenda implementation work group structure go to the CoC Membership for discussion and vote at the June 26<sup>th</sup> All CoC Meeting. The Board further recommended that All Chicago and DFSS report progress updates on the CoC Action Agenda Refinement Plan developed in response to Service Provider Commission and Lived Experience Commissioner recommendations for improving how the structure functions.

**Action needed:** Designated voters of the CoC Membership affirm the CoC Action Agenda implementation work group structure as the new implementation structure for the CoC, with the understanding that progress updates on the CoC Action Agenda Refinement Plan will be reported on at every CoC Board of Directors meeting.

**Motion: The Chicago CoC affirms the Action Agenda implementation work group structure as the new implementation structure for the CoC with the understanding that progress updates on the CoC Action Agenda Refinement Plan will be reported on at every CoC Board of Directors meeting.**

## **Motion #2: New Board Committee Structure Vote**

At its December board meeting, the CoC Board of Directors voted to create an ad-hoc board committee, known as the Ad Hoc Charter Committee, to fulfill the following tasks: 1) a national scan of CoC charter best practices; 2) update the Charter to fully reflect the new CoC board governance; and 3) formally address the inclusion of Youth Advisory Board participation on the CoC Board slate. The committee is comprised of four Board members and three at-large CoC members and is chaired by Audrey Thomas, a service provider on the Board. The Committee conducted its work from March to May 2019. The Committee was also charged with collecting public comment on proposed changes in advance of any vote on charter revisions. The feedback was collected in May.

The Ad Hoc Charter Committee conducted a national scan of CoCs, which validated that the Chicago CoC governing structure is aligned with HUD expectations and best practices of other CoCs. After review of public comments via an electronic survey affirming the Board Committee structure changes, the Committee recommended to the CoC Board of Directors at its June 19 meeting to move forward with the new board committee structure with one exception. Regarding Article 7, Section 2: Membership of Committees: Public Comments were clear that there is not agreement for “only one board member per committee”. The Ad-Hoc Charter Committee recommends that this section of the Charter be part of future Charter amendment work.

**Action needed:** Designated voters of the CoC Membership affirm the revised Board Committee structure and that the Board Affairs Committee address revisions to the entire Charter and report back at each Board Meeting until charter revisions are complete and finalized.

**Motion: The Chicago CoC affirms the new Board Committee structure approved at the December 2018 Board of Directors meeting, and have it codified in the CoC Governance Charter. In addition, progress reports will be provided at the Board of Directors meetings until all revisions are completed and finalized.**

## **Board Committees (Beginning in 2019)**

The new committee structure:

- 1) Streamlines CoC and Board governance activities into four Board committees;
- 2) Supports better connections across related activities;
- 3) Moves implementation activities of some legacy committees into the CoC implementation work structure;
- 4) Creates more efficiency in staffing for board committees and implementation work groups; and
- 5) Offers the opportunity for CoC members currently participating in governance committees to spend more time in implementation work groups where a wide range of voices, expertise, and leadership is needed.

The board committee structure consists of the following governance committees: Executive, Finance, Board Affairs, and System Operations and Performance (SOP). There will also be a Collaborative Applicant Subcommittee of the SOP committee. Each board committee will prepare a new scope of work to define its annual responsibilities and areas of oversight and submit to the board for review and refinement by February 2019.

Board members (including alternates) may only serve on one committee at a time. Nominations for committee slates will be made in early January. Minimum and maximums listed on the committee chart are for board member participation. Each committee will also create a plan to engage non-Board members in their work which will be communicated to the CoC for additional recruitment purposes.

Board Committee	Board Committee Composition	Activities
<b>CoC Board Executive Committee</b>	<ol style="list-style-type: none"> <li>1) Five board members representing the diversity of the Board: <ul style="list-style-type: none"> <li>• 1 seat: ESG Recipient,</li> <li>• 1 seat: Lived Experience Commission,</li> <li>• 1 seat: Service Providers Commission,</li> <li>• 2 seats consisting of representation from other constituencies on the Board, i.e. key stakeholders, private funders, government representatives, Mayor's Office</li> </ul> </li> <li>2) 3 seats for chairs of other Board Committees</li> <li>3) Co-System Project Managers will participate as non-voting members and provide technical assistance.</li> </ol>	<ol style="list-style-type: none"> <li>1) Guide agenda for CoC Board and semi-annual all-CoC meetings</li> <li>2) Provide Board leadership around communication between the Board and CoC membership</li> <li>3) Provide Board leadership in ensuring CoC planning is consistent with local and federal policies governing homeless assistance.</li> </ol>
<b>Finance</b>	<ol style="list-style-type: none"> <li>1) A minimum of three (including one LEC and one SPC member) and maximum of five board members.</li> <li>2) Chair must be a Board member.</li> <li>3) CFO or a representative of the CoC Membership Fiscal Agent shall participate as a non-voting member and provide technical support.</li> </ol>	<ol style="list-style-type: none"> <li>1) Annual CoC Budget</li> <li>2) CoC Financial Policies</li> <li>3) Review and Approval of CoC Application</li> <li>4) Review and approve workgroup requests to use membership dues</li> </ol>
<b>Board Affairs</b>	<ol style="list-style-type: none"> <li>1) A minimum of three (including at least one LEC and at least one SPC member) and maximum of five board members.</li> <li>2) Chair must be a Board member.</li> <li>3) Co-System Project Managers will participate as non-voting members and provide technical assistance.</li> </ol>	<ol style="list-style-type: none"> <li>1) Board and Board Committee Nominations</li> <li>2) Board Orientation</li> <li>3) Charter Amendments</li> </ol>

<p><b>System Operations &amp; Performance (SOP)</b></p>	<ol style="list-style-type: none"> <li>1) A minimum of six people and maximum of 10 people: (including at least one SPC and one LEC member) <ul style="list-style-type: none"> <li>• three board members</li> <li>• three at-large CoC members</li> </ul> </li> <li>2) Up to four additional members can be added in pairs (board member plus at-large CoC member).</li> <li>3) Chair must be a Board member.</li> <li>4) CEO of the CoC Lead Agency will participate as a non-voting member and provide technical support.</li> </ol>	<ol style="list-style-type: none"> <li>1) Lead Agency MOUs (Collaborative Applicant, HMIS, Coordinated Entry System)</li> <li>2) Annual Administrative Evaluation of Lead Agencies</li> <li>3) System Data Dashboard</li> </ol> <p>*The HMIS Committee and Coordinated Entry Workgroups will continue their work as part of the CoC implementation infrastructure. However, the governance functions (e.g. MOUs &amp; Administrative Evaluation) will be overseen by the SOP Committee.</p>
<p><b>Collaborative Applicant Subcommittee of SOP (reports into the SOP Committee)</b></p>	<ol style="list-style-type: none"> <li>1) Current members from the 2018 Collaborative Applicant Committee.</li> <li>2) Must include Board members.</li> </ol>	<ol style="list-style-type: none"> <li>1) Development and execution of Collaborative Applicant MOU.</li> <li>2) Annual administrative evaluation of the Collaborative Applicant.</li> <li>3) RFP process every three years, if necessary.</li> <li>4) Appeals</li> </ol>

**Ad-hoc Charter Committee**

The CoC Board at its December meeting voted to create an ad-hoc board committee, known as the Charter Committee, to fulfill the following tasks: 1) a national scan of CoC charter best practices; 2) update the Charter to fully reflect the new CoC governance; and 3) formally address the inclusion of Youth Advisory Board participation on the CoC Board slate. The committee will be comprised of four Board members and four at-large CoC members and chaired by a member of the Board. The Committee will conduct its work from January to May 2019 and will make a determination about when formal charter revisions related to the above tasks will be brought forth to the full CoC. The Committee is also charged with collecting public comment on proposed changes in advance of any vote on charter revisions.

### **Motion #3: Youth Action Board (YAB) Representation on the CoC Board Vote**

As part of its charge, the Ad Hoc Charter Committee explored how a the YAB would have representation on the CoC Board. LEC members of the Ad Hoc Charter Committee and YAB members held a joint meeting in early May to discuss the matter. They put forth a recommendation to the Ad Hoc Charter Committee which adopted the recommendation. The recommendation is to have a YAB representative have an at-large seat on the CoC Board commencing in January 2020. In addition, prior to the January 2020 Board Meeting, the YAB representative and alternate are encouraged to attend the 3 remaining Board Meetings of the year as part of their orientation to the roles and responsibilities of the Governing Body.

The Ad Hoc Charter Committee's recommendation went to the Board of Directors at its June 19 meeting. The Board affirmed the recommendation and that it go to the All CoC Membership at the June 26 All CoC Meeting.

**Action needed:** Designated voters of the CoC Membership affirm the inclusion of a YAB member as an at-large member of the CoC Board of Directors.

**Motion:** The Chicago CoC affirms that an at-large seat is designated for a YAB representative to commence in January 2020. Prior to the January 2020 Board Meeting, the YAB representative and alternate are encouraged to attend the three remaining Board Meetings of the year as part of their orientation to the roles and responsibilities of the Governing Board.