



BOARD COMMITTEE DESCRIPTION	<p>The Executive Committee is responsible for setting and timely dissemination of the agenda for CoC Board meetings, including regular updates on the work of Committees; for setting and timely dissemination of the agenda for the two annual all-CoC member meetings; for providing Board leadership in ensuring clear and effective lines of communications between the Board and CoC members and stakeholders; and for providing Board leadership in ensuring that CoC planning and implementation is consistent with requirements articulated by HUD in 24 CFR Part 578 and other directives, with applicable federal, state, and local laws, and with the strategic direction of Plan 2.0.</p> <p>The Executive Committee will be responsible for setting and upholding process decisions to determine which issues go to the Board for official vote, and for determining when the need for action is sufficiently urgent as to require either an unscheduled meeting, or a vote by the Board on a matter which was not included on the publicly disseminated meeting agenda, or action by the Board without a meeting. In the interest of transparency, the rationale for such decisions should be communicated to the CoC membership and stakeholders along with the outcome of such actions.</p>
ATTENDEES	<p>Ben Applegate (Chair, At Large Member), Carmelo Barbaro (SOPC Chair, At Large Member), Ken Burnette (SPC Member), Fred Friedman (Board Affairs Committee Chair, LEC Member), Richard Rowe (LEC Member)</p>
BRIEF SUMMARY OF DECISIONS MADE	<ul style="list-style-type: none"> • The Committee voted to hold voting through a simple poll on the call and not tie votes to membership for this upcoming meeting which as one voting item that is expected to be non-controversial – the 2021 CoC Board of Directors Slate. • The CoC Executive Committee will review and recommend the changes for COC Implementation Structure first, and then send them to the CoC Board for a vote for affirmation. • Next All CoC Board Meeting will be December 18, at 12 pm.

ACTION ITEMS (INCLUDING ANY AREAS OF UNFINISHED BUSINESS)	PERSON / PARTY RESPONSIBLE	TIMELINE
Send out invite for the All CoC Board meeting and the agenda for approval.	Nicole Bahena	December

Agenda Items

AGENDA ITEM	Approval of Executive Committee Agenda and Meeting Minutes
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>Nicole reviewed the agenda items and presented the last meeting minutes.</p> <p>Fred moved to accept the agenda and minutes, Ken seconded and there was no opposition to the agenda or minutes.</p>

AGENDA ITEM	All CoC Meeting in December
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<p>SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)</p>	<p>Nicole reported that the only voting item for the next All CoC Board meeting will be the 2021 Slate. She presented the idea to send out a ballot without a meeting to discuss the 2021 Slate. She couldn't find any regulations that HUD requires Members to meet twice a year. Fred reviewed the regulations and reported that Regulation 578.7 states to hold meetings of the full Board at least semiannually.</p> <p>It was agreed to have the meeting on December 18, at 12 PM. Nicole will send out invite and the agenda for approval.</p> <p>The Committee voted to hold voting through a simple poll on the call and not tie votes to membership for this upcoming meeting which as one voting item that is expected to be non-controversial – the 2021 CoC Board of Directors Slate.</p>
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<p>AGENDA ITEM</p>	<p>CoC Implementation Structure Changes for 2021</p>
<p>SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)</p>	<p>Nicole report on the CoC Implementation Structure Changes for 2021. She stated the group of Project Managers have been working diligently to adjust work plans and continue working on needed areas to make change in our system's response and the potential changes of the lines of work. There was a discussion if the Executive Committee should approve the CoC Implementation Structure first before they go to the Board.</p> <p>Richard moved that the CoC Executive Committee review and recommend the changes for COC Implementation Structure first, and then send them to the CoC Board for a vote for affirmation, Ken seconded it, there was no opposition.</p> <p>Nicole stated that the Committee will have two opportunities to review the CoC Implementation Structure Changes before the next Executive Committee meeting on December 9.</p> <p>A special CoC Board focus group is scheduled on December 4, at 2:30 pm to introduce changes.</p>

<p>AGENDA ITEM</p>	<p>Next Meeting</p>
<p>SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)</p>	<p>Next CoC Executive Committee meeting is scheduled for December 9, at 10 am. Goals for that meeting are to finalize the December CoC Board Agenda and approving changes to the COC Implementation Structure for Board decision.</p>