



**MDHI Board Meeting Minutes – December 14, 2017**

<b>Role</b>	<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
President	Melanie Lewis Dickerson	X	
Vice President	Brenton Hutson	X	
Secretary	Shelley McKittrick	X	
Treasurer	Bob Munroe	X	
Board Member	Andrew Alsip	X	
Board Member	Benjamin Ryan	X	
Board Member	Brian Ngo-Smith	X	
Board Member	Claire Clurman	X	
Board Member	Daphne McCabe	X (Phone)	
Board Member	Erik Soliván		X (Excused)
Board Member	Jamie Rife	X	
Board Member	Lori Rosendahl	X	
Board Member	Lu Horner		X (Excused)
Board Member	Maryjane Carr	X (Phone)	
Board Member	Patricia Hall	X	
Board Member	Shehila-Rae Stephens		X (Unexcused)
Board Member	Stevi Gray	X (Phone)	

**Guests attending:** Beverley Cisse – HMIS Lead Agency, Brian Zugschwert – HMIS Lead Agency, Alix Midgley - Dept. of Regional Affairs, Adams County

**Staff attending:** Will Connelly, Rebecca Mayer, Joe Baker, Justin Russell, Ian Fletcher, Diane Howald

**Administrative:**

**Welcome and Introductions – Melanie Lewis Dickerson**

The public meeting convened following the private executive session.

**Mission Moment - Melanie Lewis Dickerson**

Melanie Lewis Dickerson stated appreciation for Lu Horner who is leaving the board. She shared that Lu was unable to attend the December board meeting because her husband was sick.

**Consent Agenda Motion**

Melanie entertained a motion to approve the consent agenda. Brian Ngo-Smith moved to accept the consent agenda, Andrew Alsip seconded.

Comments on the consent agenda: Will Connelly discussed the financial dashboard. He stated that the cash balance received a caution flag since the HUD year close out had caused a delay in funds reaching the agency accounts. Since this writing of the report, all pending HUD funds were received.

Melanie called for the final vote and the motion carried unanimously.

## **Deep Dives: CoC Governance Committee**

### **Stakeholder Meeting and Governance Charter**

Melanie thanked Shelley McKittrick for hosting. Melanie shared that only 3 board members attended and a stakeholder commented that more board members should be in attendance. She added that we should plan the meeting earlier and share it broadly throughout the community. She added that we received good feedback and tough questions from those in attendance.

Brenton Hutson shared the proposed updates to the governance charter based on feedback during the stakeholder meeting. There was very little comment or dissent about the proposed changes to the charter. The Governance committee is working to change and overhaul the charter in the new year and will present the broader changes during the stakeholder meeting to be held in spring/early summer. The proposed changes to the charter include definitions, expectations, and benefits of CoC membership. He expects that public comment will guide the creation of the final document.

Melanie entertained a motion to approve the governance charter with the updates to the mission and vision statements. Brenton Hutson motioned, Shelley McKittrick seconded. No comments were added and the motion carried unanimously.

### **Board Recruitment**

Brenton shared that there were five open board seats with the resignation of Lu Horner. He shared that the total number of board applications exceeded the available seats and he discussed the board application process. He then shared the slate of proposed candidates and discussed each of the applicants at length. He discussed the expectation for board members to prioritize MDHI board work over their agency associations while working on board matters.

Brenton made a motion to approve the slate presented to the board, Brian Ngo-Smith seconded.

Ben Ryan gave an expanded background on how the slate was reviewed and discussed the objective ranking process. Pat Hall added that she was impressed the interviews given by each of the candidates. Shelley shared that she knows Eugene Wade from previous work and has been impressed with his viewpoint on homelessness in our community.

Melanie asked for additional comments or questions. The motion carried unanimously.

Melanie and Brenton clarified the notification process and shared that a letter will come from the board president welcoming them to the board.

## **Board Matters – Voting on motions**

### **Officer Descriptions:**

Brenton gave a brief overview of the new officer descriptions. He discussed the combination of the secretary and treasurer roles, the 2 new Vice President roles, new president contingency plan, and a new conflict of interest policies for specific board officer roles.

Beverley Cisse asked to clarify the CoC funded entity as it relates to the board president role. Brenton responded that no CoC (NOFA) funded agency staff person would be able to serve as the board president.

Brian asked if the board will need to formally vote the board officers into the new roles.

Brenton Hutson motioned to approve the change, Brian Ngo-Smith seconded. The motion carried unanimously.

Melanie entertained a motion to nominate a slate of new board officer roles: Secretary/Treasurer – Bob Munroe, Vice President of Organizational Activities – Brenton Hutson, Vice President of Continuum Activities – Shelley McKittrick.

Brian Ngo-Smith motioned to nominate a slate, Ben Ryan seconded. Bob Munroe, Brenton Hutson, Shelley abstained. The motion carried.

**Values Statement:**

Claire Clurman motioned to approve the values statements outlined in the board packet. Shelley McKittrick seconded. The motion carried unanimously.

**HMIS Collaborative Representatives:**

Shelley McKittrick motioned to approve the slate as presented, Bob Munroe seconded. Brenton Hutson and Jamie Rife abstained. The motion carried.

**ESG/HMIS Board Resolution for DOLA:**

Will Connelly asked the board to ok two contracts with Colorado Department of Housing for the Emergency Solutions Grant and HMIS transition funding. Justin Russell shared that authorization is required for signature authority to draw and report on these state funds. He then read the resolution verbiage aloud for the board.

Brenton Hutson motioned to approve the resolution, Bob Munroe seconded. Kimberley Sherwood shared that a board resolution should be drafted with the specific language for the board to review in their packet. Melanie entertained a motion to approve the two resolutions separately.

ESG funding board resolution: Shelley McKittrick motioned to approve, Brian Ngo-Smith seconded. The motion carried unanimously.

HMIS resolution: Bob asked the language to be read aloud again. Justin Russell read the resolution document aloud. Bob asked that the board review the resolution at length again prior to the January board meeting since the document was not drafted in time for the board meeting.

**Point in Time Updates:**

Melanie asked Diane Howald to discuss any updates about the Point in Time Count planning. Diane shared that the board should help us leverage community support through volunteerism and social media to gain additional community support.

Diane asked if the board to look for additional sponsors to ask to support various PIT initiatives. Melanie asked how experienced board members and other can get involved. Diane responded that the volunteer registration is available through Mile High United Way on GivePulse. Jamie Rife asked if staff could send out a summary to the board for any requests.

**Wrap up, Open Forum, and Dates to Remember:**

Pat Hall asked if there is a Broomfield rep in the planning process. Bob responded that Broomfield is working to improve the process this year. Pat then shared the updates from the Adams county PIT planning.

Ian shared the OneHome P&P for public comment and asked the board to review those changes. The final draft of the P&P will be available next month for the board to review. Melanie asked for staff to share the P&P document with the board for comments.

Shelley shared that she has a speaker booked in January on the 17-19. Kimberley conducted the board meeting evaluation at the end of the meeting.

***Meeting Adjourned***