



Metro Denver Homeless Initiative - Board Meeting May 9, 2019

Role	Board Member	Present	Absent
President	Shelley McKittrick	X	
Vice President	Benjamin Ryan	X	
Secretary/Treasurer	Claire Clurman	X Phone	
Board Member	Mickey Hunt		Excused
Board Member	Andrew Alsip	X	
Board Member	Brenton Hutson		Excused
Board Member	Karissa Johnson		Excused
Board Member	Renée Belisle	X	
Board Member	Jamie Rife	X	
Board Member	Lori Rosendahl	X Phone	
Board Member	Elissa Hardy	X Phone	
Board Member	Patricia Hall	X	
Board Member	Cheryl Secorski	X	
Board Member	Alix Midgley		Excused
Vice President	Eugene Wade	X	
Board Member	Ken Hayes		Excused
Board Member	Brian Arnold	X	
Board Member	John Feeney – Coyle	X Phone	
Board Member	Jennifer Biess	X	
Board Member	Rachel Vaughn	X	
Board member	Mike Malloy	X	

Staff: Matt Meyer, Ian Fletcher, Annie Jenkins, Bethany Maynard-Moody, Megan Morales, Elizabeth Murray, Mikah Wagner

Guests: Earl Montgomery

Administrative

Welcome and Introductions (Shelley McKittrick)

Consent Agenda:

Brian moves to approve the consent agenda, Eugene seconds

Discussion:

- Shelley M. requests that the meeting notes include “E” in her name moving forward
- Ben R. asks about the HMIS and BitFocus Clarity contract and if there were any issues with the contract after the team reviewed. Ian F. did not seem to think that there was anything that they needed to follow-up on, but there will be more discussion during contract renewal.



Motion to approve the consent agenda carries

No opposed, one abstention

Motion passes

Governance (Ben Ryan)

- **Officers:** Ben R. explains that the Officer positions are up for reselection in July and terms are for 1 year. Shelley M. and Eugene W. will both be leaving their positions. The officer roles are President, Vice President of Organizational Activities, Vice President of CoC Activities and Secretary Treasurer. Claire C. is going to stay on as Secretary Treasurer because with the ED transition was not able to accomplish as many of the goals as she hoped. The other 3 positions are open. Ben is willing to occupy one of those roles. Ben describes the duties of the open Officer positions:

President– leads Executive Committee calls, works closely with Matt M. to be a liaison between Board and Staff, is a voice for MDHI in the community, leads hiring, and many other duties

Vice President of Organizational Activities – leads Governance Committee, works to maintain organizational health internally at MDHI, updates Governance Charter and by-laws, recruits new BoD members

Vice President of CoC Activities – serves as BoD representative for Coordinating Committee and is more outward facing vice chair role – stakeholders and those voices being heard on the BoD.

All current members qualified and welcome to step into these positions. Shelley clarifies that the President and Vice President of Organizational Activities cannot receive CoC NOFA funds.

- **Board recruitment:** No new updates since last meeting, and the committee is still hoping to get applicants with lived experience. Shelley mentions that we can make paper applications available if that is a barrier. Brian A. invited Earl from the Ready to Work to observe the meeting, and he is working on his membership application.
- **Youth Action Board BoD Seat:** Matt M. explains that it has not been clear how the Youth Action Board (YAB) influences the MDHI’s policies, decisions, etc., and that it is a requirement of the Youth Homelessness Demonstration Program (YHDP) application. The intention of this additional seat on the BoD would be to bring that youth voice. Matt read the proposal to the Board (page 17 of BoD packet): *This position would hold the same responsibilities, authority, terms of service and voting privileges as other members of the Board of Directors. The role of this designated board seat is to ensure that youth priorities are included in the CoC’s strategic and operational planning.*
 - **Cheryl S. makes a motion to add a seat dedicated to a youth with lived experience of homelessness to MDHI Board of Directors, Rachel V. seconds the motion**
 - Discussion:
 - Ben R. clarifies that we would be adding a 22 seat



- Andrew A. asks if we would be able to keep the youth seat filled. Matt assures the BoD that we will be able to keep it filled. Matt M. further explains the intention of the YAB and after talking with local communities, he wants to go to a regional strategy and further develop the YAB. He reminds everyone that the representative doesn't need to be from Denver, but that we can include youth from other communities as well. There will need to be some mentorship involved for this member.
- Rachel V. asks for the criteria that BoD is considering for this position. Matt M. explains that it is a youth with lived experience and ideally would be someone that is currently a part of the YAB. Ben highlights that the selection process will be different. It will be in collaborative process between the YAB and Governance Committee.
- John F.C raises a concern about an even number of Board members and what a tiebreaker in voting situations would look like. Shelly thinks it will be a rare issue, but something that was discussed in Governance Committee.
- Ben R. agrees that it make sense to have a formal and powerful way for the YAB to report to the Board.
- Jennifer B. adds that it helps with getting that voice heard and involve in decisions.
- **Motion to add a seat for a youth with lived experience to the MDHI Board of Directors carries**
- **One opposed, no abstentions**
- **Motion passes**
- **Conflict of Interest Policy:** There was some discussion about how the conflict of interest policy applies to the Board. There is a lot of confusion around what constitutes a conflict. Ben R. highlights some of the changes to the policy:
 - Divides potential conflict of interest into a few different categories and the actions that a person will have to take as a result of the conflict varies. It also clarifies when a person needs to recuse from discussion vs. recuse from a vote allowing for someone to participate in discussion if the conflict is disclosed. Recusal from discussion *and* decisions happens if someone is CoC-funded and financially benefits directly and for corrective action decisions related to performance when it's related to a member's organization. Ben R. mentioned these are the type of conflicts are called out by HUD. When it isn't about funding allocations or corrective action it is important to keep those entities (CoC-funded) as part of the discussion. To the extent possible, those with conflict should have influence in discussion related to NOFA process and rankings but not final decisions.
 - Jamie R. asked for informal procedure, so someone doesn't disclose a conflict during a vote. Matt M. suggests adding potential conflicts to the agenda.
 - Cheryl S. asks about her role since she is in a unique circumstance. Shelley M. suggests talking through it with the Governance Committee. Ben R. clarifies that no matter how



you are associated a funded agency, it is most likely a conflict. Cheryl S. worries about being removed from a lot of discussion and not having as great of an impact as member. Several members disagree and note her input is very valuable.

- There was some discussion about whether or not to take a vote and they moved forward with a motion:
 - **Andrew A. makes a motion to approve the conflict of interest policy, Jamie R. seconds**
 - **No opposed, no abstentions**
 - **Motion passes**

Ben makes another point that they have not finalized the By Laws because the committee is waiting until we vote on YAB board seat and conflict of interest. The full Bylaws will be voted on in June meeting.

- **Stakeholder Meeting and Strategic Planning (Matt Meyer):** Shelley M. and Matt M. have started planning the summer stakeholder meeting. There is real appetite for stakeholders to have a voice into strategic planning. Save the date for June 24, 2019 1:00 – 4:30pm at MHUW. Invites will go out tomorrow. The plan for now is to have a strategic focus on stakeholder feedback including challenges and organize stakeholders into different small groups by role (clients, providers, funders, government, etc.). Matt M. explains that MDHI hopes to get feedback to develop value propositions, and with those value propositions help us build out a business plan for MDHI (Strategic Planning and budget development). It is a strategy to combine intention with operational realities and making sure there is a fit between what MDHI is doing and what is needed in the community.

Matt M. presents the business model canvas template to the Board and proposes that the Board works on developing value propositions in 2-3 hour sessions (with time in between for MDHI staff to refine and define). Shelley M. asks how the Action Plan would be worked into this. Matt is confident that they will align, and this is just a way to work toward operationalizing the Action plan. Matt M. explains the work with the stakeholders will happen in June and be ongoing. The Board's value propositions and business model canvas will be worked on and developed in July/August. The hope is that by September, we have a finalized business model canvas to bring back to stakeholders in October with the goal of finalizing before Thanksgiving. Matt offers a few plans to make this happen:

- Plan A – extend July and August Board meetings by 1-2 hours and dedicate a deep dive to this conversation.
- Plan B – 2-3 sessions in July and August that would need to be planned outside the regular Board meetings.

Claire mentions we are hoping to have a budget approved in June and asks if the budget proposition that is identified through this process would be something more long term? Matt clarifies that this exercise will not affect this fiscal year's budget.



Shelley M. asks if it is easier for folks to start earlier or end later. Most agreed that an earlier Board meeting would be better, and no one wanted to schedule outside meetings.

Matt M. asks if anyone on the Board has done any of this kind of work. Rachel V. uses the business model canvas and thinks it is very helpful. Rachel mentions that she is not sure how, in her role, to research and have access to education to be able to contribute as much as possible.

Shelley M. requests that the Board is present at the Stakeholder meeting and contributes to the meeting. At the last Coordinating meeting it was mentioned that they wish that more Board members would participate in that meeting as well.

- **Board Matters and Updates:** Open Forum for Stakeholder Comments and Community Announcements: 3:10-3:30
 - Jamie R. shares that she helped write a book along with Don Burnes titled, “Journeys Out of Homelessness: The Voices of Lived Experience”, which is coming out in mid-November. It includes the stories of 9 persons with lived experience. A lot of the folks are Colorado natives and some from the Denver Metro area. They wanted to have a wide cross-section of populations – individuals, youth, women, families, veterans, etc.
 - Bethany M. announced that the Built for Zero initiative is focusing on large communities to end Veterans homelessness. On May 21st at the VSC (VOA building) there is a kick off meeting. She will send out more information and hopes that anyone interested on the Board attends. Ian adds that if you serve adults you are also serving veterans.
 - Shelley M. shares some feedback from the MDHI Equity Group. The group is wondering if they have buy-in from the Board and where that group should live. They do not want to make it an AdHoc temporary committee but within the committee structure. They need to feel like they are a part of MDHI. They would like to be on the agenda soon. Jennifer asks if this should be something that Governance Committee is looking at. Brain A. asks if he can be a part of the group. Megan M. shares that the next meeting information with him.