



Executive Committee Meeting

May 13, 2021, 9:00-10:00 a.m., GoToMeeting

Meeting Minutes

Attendees: Carrie Baird, Sam Willett, Jeff White, Nancy Eisele, Dona DeMarsh-Butler

VFCH Staff: Victoria Brown-Searle, Kayt Martinez

Public Attendees: Laurie Clark

Agenda Items	Discussion	Decisions
Welcome	The meeting was called to order at 9:02 a.m.	N/A
Prior Minutes	The Board reviewed the minutes of March 11, 2021 for approval and no revisions were made.	The minutes of March 11, 2021, were approved (Nancy Eisele motion/ Sam Willett seconded/ Motion carried)
Discussion <ol style="list-style-type: none"> 1. Nomination Committee <ul style="list-style-type: none"> • Timeframe and preparation 2. Coordinated Entry Prioritization Assessment Workgroup <ul style="list-style-type: none"> • Integrate SPDAT into new Coordinated Entry Prioritization Assessment • HMIS/Coordinated Entry Committee to serve as workgroup 3. Consultant 	<ol style="list-style-type: none"> 1. The Committee discussed the upcoming election timeline and the forming of a nomination committee to appoint and elect new board members. The Committee also discussed utilizing a Board Composition Matrix to gauge the current demographics of the Board. 2. Jeff White informed the Committee about the forming of a Coordinated Entry Prioritization Assessment Workgroup consisting of members from the HMIS/Coordinated Entry Committee to develop a new Prioritization Assessment tool. 3. Jeff White and Carrie Baird presented an update on the search for a consultant and discussion ensued. 	<ol style="list-style-type: none"> 1. Kayt Martinez will send a poll to Committee Members for a first Nominating Committee meeting date. 2. Carrie Baird, Sam Willett, and Nancy Eisele will divide up the Board Roster and call members to interview them using the Board Composition Matrix. 3. Jeff White will be contacting other CoCs to research ideas on what Prioritization Assessment tools they use for reference. 4. The Committee will define clear scope of work to present to potential consultants. 5. Jeff White will contact additional consultants.
Other Items Not on the Agenda	<ol style="list-style-type: none"> 1. Jeff White gave an update on the Emergency Housing Voucher amount and discussion ensued. 2. Carrie Baird informed The Committee about Emergency rental assistance program coming from the state and discussion ensued. 	N/A
Public Comments	There were not public comments.	N/A

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Adjourn	There being no further business, the meeting was adjourned at 10:03 a.m.	Next Meeting: July 15, 2021 at 9:00 a.m. via GoToMeeting

Carrie Baird, COHH Executive Committee Chair