

General Membership Meeting Minutes

Thursday, September 19th, 2024

10:00am-1:30pm

Erskine, MN

Welcome

10:00-11:30am: Kimee Wind Hummingbird, Cultural Humility Training

No additions to agenda as presented.

Approval of June, 2024 General Membership meeting minutes as presented:

M/Sherry Mullane

S/Lori Wollman

Motion passed with unanimous approval.

Based on language in the Governance Charter cited below, no action was taken on discussed agenda items. An email vote on action items will be requested.

VIII. Governance Charter Amendments

The Governance Charter and Bylaws maybe be altered, amended, repealed or added to by majority vote of a quorum of the voting General Membership. Membership shall be notified at least 30 days before a vote on any changes to this document.

Overview of CoC Committees and Board

A brief review was provided on current committee and board structure. In an effort to streamline the work of the CoC and to avoid redundancy, the NWCoC Board as made the following recommendations for the General Membership to consider and move on.

1. To formally remove “data” committee from Governance Charter and absorb the work into the remaining standing committees as it pertains to the work they are doing.
2. As YHDP is transitioning to be part of the Annual Renewal Demand in future NOFO competitions and because the Youth Action Board is a requirement for YHDP and YHSI program function, we would like to absorb the work of the Youth Committee into the YAB. This would allow for the Youth Committee members to still be in a position of program advisement, but would give YAB the ability to lead the work.

Further recommended language changes for consideration:

3. **Current Language:** The General membership of the CoC is defined as those persons and organizations signing a bi-annual membership agreement.

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Recommended Change: *The General membership of the CoC is defined as those persons and organizations signing an annual membership agreement.*

4. Current Language: The standing committee chairs shall be elected annually by the CoC Board. The Board shall establish meeting frequency and annual work plan for each committee.

Recommended Change: *The standing committee chairs shall be elected annually by the standing committee. The standing committee shall establish meeting frequency and annual work plan for the committee, to be approved by the Board.*

5. Current language found in the NWCoC Coordinated Entry Procedure Manual that governs the Coordinated Entry procedures:

Case Conferencing meetings are routine meetings designed to manage the Coordinated Entry Priority List. The Priority List

Manager will facilitate these meetings. Before each Case Conferencing meeting, the Priority List

Manager will pull the current

Priority List. The list is organized by Housing Category and the Priorities previously established by the NW CoC.

There are three Case Conferencing groups based on geography and population served. The groups set meeting times based on need, at a minimum, meetings are held twice per month. The groups are outlined as follows:

- Youth Homelessness (Entire Geographic area of NWCoC)
- East Area (The county boundaries of Beltrami, Clearwater, and Hubbard)
- West Area (The count boundaries of (Kittson, Roseau, Lake of the Woods, Marshall, Pennington, Red Lake, Polk, Norman, and Mahnomen)

Recommended Change:

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There are three Case Conferencing groups based on geography and population served. *The groups set meeting times based on need, at a minimum, meetings are held once per month or as need dictates.* The groups are outlined as follows:

- Youth Homelessness (Entire Geographic area of NWCoC)
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At our December meeting, elections will take place for open seats on the NWCoC Board as well as Committee Chairs. There will be a survey sent to identify who would like to have their names stand for board and chair positions for the General Membership to consider in December.

- Annual meetings of the Board and the General Membership shall be held to elect Board members, committee chairs and officers.
- Nominations: The Executive Committee shall identify a slate of officers and present it to the Board at the meeting before the annual meeting.

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Overview of Client Track transition

An update was provided on the transition from Wellsky to Eccovia. Update included information from ICA on steps to transition, what to expect next and how best to prepare.

The General Membership meeting adjourned at 1:10pm.

The next General Meeting of the NWCoC will be held December 19th, 2024.