

Greater Nashua Continuum of Care Executive Committee

77 Northeaster BLVD- Partnership for Successful Living, Upstairs Meeting Room

August 15, 2018

In Attendance were: Magaly Rios, Bob Mack, Michael Reinke, Peter Kelleher, Maryse Wirbal, Heather Nelson, Dawn Reams, Mandy Reagan, Pam Small, Gary Hooper, Joyce Tavon

10:10AM meeting started as we waited for additional committee members to arrive.

Consultant from TAC, Joyce Tavon is here today to help us edit our Greater Nashua Continuum of Care Governance Charter. Joyce has over 30 years of experience with applications, very knowledgeable with HUD's requirements. She went over our current Governance Charter with committee.

She explained to us that HUD is not very clear on which committee needs to make the decisions for the GNCOC, but there must be a decision-making body. It was decided that this committee will be the decision-making body and then bring it back to the full GNCOC meeting for approval.

The name of this committee will no longer be the GNCOC Advisory Board. We are the GNCOC Executive committee.

The committee learned that HUD requires the full GNCOC to meet just twice a year. There are many COC's who do that and have many active subcommittees that meet monthly. HUD also requires us to have a consumer member on our Executive Board, and we have had that position vacant for some time. Joyce suggested we align with the other COC's to see what they are using for their Coordinated Entry. A written statement must be made stating how we prioritize who we assist with ESG and COC funds and what is our process.

Our fiscal agent is the agency who administers the COC funds, which is Harbor Homes. When subcommittees are working on different events such as Employment Connect and Project Homeless Connect, a report to this committee should be provided noting the amount of money being spent and what it's being used to purchase.

Electronic votes are important to document and report out to the committee to be included in the minutes. The email votes are mainly looking for letters of support from the GNCOC. When it comes to voting there should only be one vote for each 501c3 organization. PSL has several different organizations with their own 501c3, therefore each can have one vote per organization.

Reviewed GNCOC Executive committee members. We have a vacancy for a consumer to sit on this committee. We will announce at the General monthly GNCOC meeting. We removed 4 members that are listed as members that have not been coming to this meeting. A minimum of 7 members and a maximum of 16 members can make up the Executive committee. An addendum can be added as members come and go.

Meeting adjourned 11:30AM

Minutes taken by Magaly Rios, Southern NH HIV/AIDS Task Force