



<b>In attendance:</b>
Angela Durant, Debra Lee, Carrie Borgen, Jason Elzy, Melissa Markos, Kelly Madding, Melanie Doshier, Tina Kessel, Delcia Dillard, Mary Ferrell, Linda Reid, Amanda Doemland, Rep. Pam Marsh, Peter Buckley, Kim Overson, Leslie Ford, Ann Marie Alfrey,
<b>Guests:</b>
Alissa Weber, George Martin, Noah Werthaiser
<b>Excused:</b>
Sam Engel, Stacy Brubaker, Dee Anne Everson, Barbara Johnson, Rhionna Watson, Kim Whitney.
<b>Absent:</b>
Anna D’Amato, Samantha Henkell

1) **Call to Order**

- a) Meeting was called to order by Debra Lee at 2:30 p.m.

2) **Approval of minutes**

- a) Debra asked for approval of the Minutes of August 21st, 2023. A motion for approval of the Minutes was offered by Angela Durant and seconded by Jason Elzy. The motion passed with unanimous consent.

3) **Homelessness Task Force Update**

- a) Samantha Henkell, HTF Chair, was not available for an update due to a miscommunication. She will be attending all meetings going forward.

4) **Collaborative Application**

- a) The deadline for the Collaborative Application is September 28th. Melissa and ACCESS are in the process of completing all requirements and reporting all narratives.
- b) The Rating and Ranking Committee has ranked all submitted applications. One reallocation application was not renewed – Community Works – and ACCESS has submitted an application to take its place.
- c) The total funding request has increased by roughly \$100k, to total roughly \$300k.

- d) Mary Ferrell requested that the reallocation and renewal process, administered by the R&R Committee, be streamlined and standardized early for following year applications, so as to eliminate the rush to finish, which allows no time to define and refine process.
- e) All conversations surrounding the facilitation of the Collaborative Application will be added to the Governance Committee's list of conversation topics.

#### 5) **Governance Committee Update**

- a) A revised Timeline document, attached in the email containing these Minutes, was presented and explained.
- b) The first meeting was September 11th, and the Role of the CoC was discussed. The defining description includes a statement on the CoC's goal to be a leader in homelessness elimination and prevention.
- c) Continued updates and input requests will be given at each Board meeting, before the presentation, revisions, and vote by the board.
- d) Workgroups were discussed.
  - i) There is a lack of clarity on what workgroups currently exist and are actually functioning, and which workgroups should exist, but are NOT currently functioning or meeting.
  - ii) All Board Members are requested to respond to the survey sent by Noah Werthaiser, and identify any and all workgroups AND their current status.

#### 6) **Balance of State Vote**

- a) At the last meeting, it was requested that the discussion of joining the Balance of State CoC be reexamined at this meeting.
- b) Kelly brought a motion to the Board re: joining the Balance of State CoC. The language is as follows:
  - i) 1 (Please note: text may be missing here)
- c) The discussion that followed was to clarify the meaning. The motion was to cease exploration of merging the JCCoC with the BoS CoC at this time, not forever. The reasons discussed included:
  - i) A drain on resources that are currently being used elsewhere.
  - ii) A lack of defined and substantive benefit
  - iii) The cost of increasing our funding would be too high, and the increase is not even guaranteed.
- d) The motion was seconded by Angela Durant, and a unanimous vote (determined by Roll Call) was cast to approve the motion.

7) **The Point In Time (PIT) Count**

- a) The PIT Count is scheduled for the third week in January, but it is determined that the CoC wants to get a jump on the preparations.
- b) In the past, the HTF has been a major player in planning and implementing the PIT Count.
- c) Anne Marie Alfrey will discuss previous tools used with Nikki Hart-Brinkley, who helped create the process in years previous.
- d) There are a number of mapping tools used by HTF and HUD and the Community Outreach Partnership that may also be of help. Noah Werthaiser will bring up the topic at the HTF meeting on 9.19.23 and report back.

8) **HTF**

- a) The HTF is a group that has members from many different agencies who may or may not be a part of the membership of the CoC. The Executive Committee approved the use of the General Membership Application, and Noah will present this to the HTF for dispersal.
- b) A PIT Count subcommittee will be proposed by Melissa Markos, for the planning and execution of the PIT Count in January.

- 9) Debra Lee is requested to send any other documentation, including the most recent Board Roster available, to Noah Werthaiser for reference and dispersal to the Board and the Website.

- 10) **Adjournment:** Debra Lee adjourned the meeting at 3:55.

**Next CoC Board Meeting:**

**October 16th, 2023, from 2:30 – 4:00 p.m.  
Olsrud Center, ACCESS, 3630 Aviation Way, Medford**

**Next Executive Committee Meeting:**

**January 23, 2023, from 2:00 – 2:30 p.m.  
Olsrud Center, ACCESS, 3630 Aviation Way, Medford**