



Minutes by Linda Reid

In attendance:
Debra Lee, Angela Durant, Linda Reid, Sylvia Ceron, Anna D'Amato
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

1) Call to Order

Meeting was called to order by at 2:05.

2) Annual Charter Review and Approval

Melissa has a list of charter amendments. She will send the list along with the charter to the group to review and add any comments to the suggested amendments. The workgroup will discuss the amendments with the intention of developing recommendations to bring before the general membership at their next full membership meeting.

Melissa brought up a membership question regarding how to determine the voting member when there are multiple members from one agency represented in the CoC general membership. It was decided to bring the question to the next general membership meeting to get feedback.

3) Annual Workplan Review

The workgroup reviewed the annual workplan and moved some items, due to time constraints.

- The workgroup felt that it was important to review the membership and look at gaps in representation sooner rather than later.
- The general membership meeting is tentatively scheduled for June, pending completion of the charter amendments and the website updates. Agenda items to include Review and discussion of Noah's notes from the last general membership meeting, Conflict of interest presentation, charter amendments, Angela will see if the Prescott Room at the City of Medford can be reserved, If the Prescott Room is not available, see if there is a meeting room available in the Jackson County HHS building.
- Silvia will reach out to James Rose to see if he can do a general benefits training (a HUD requirement) for State funded programs before the end of the year. Debra Lee committed to having paralegal training on Federally funded programs. Long term care was a program that the group felt is important to cover as there is a lot of confusion about it.
- Equal housing and fair housing training requirements were discussed, it was decided that the two training courses could be combined, and that the Fair Housing Council of Oregon's online zoom

trainings that are scheduled to take place during the month of April, which is also Fair Housing month could count toward Fair Housing Training.

- For the General mem

4) **Adjournment:** adjourned the meeting at 3:30

Next Meeting: April 28, 2025, via Zoom