



EXECUTIVE COMMITTEE MEETING MEETING MINUTES

November 6, 2023

1:30-3:00

Facilitator:	Adrienne Goodstal		
Meeting Attendees:	Adrienne Goodstal, Elizabeth Stoddard, Ryan Kilpatrick Staff: Courtney Myers-Keaton, Brianne Robach, Craig Heerema, Ronan Parmenter		
Time Convened:	1:34pm	Time Adjourned:	3:00 pm

Approval of Agenda			
Motion by:	Elizabeth Stoddard	Support from:	Ryan Kilpatrick
Discussion	Remove staffing updates, committee updates; include YHDP Youth Action Board discussion under Director's Report.		
Amendments			
Conclusion	All in favor, motion passes.		
Approval of Minutes		September 11, 2023	
Motion by:	Ryan Kilpatrick	Support from:	Elizabeth Stoddard
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes		
Director's Report			
Discussion			
Courtney shared updates on the Youth Action Board, specifically noting concerns around disruptions caused by one individual. This committee reviewed an email from the YHDP HUD TA and discussed realistic expectations for the YAB; recommendations included providing more leadership development, support/coaching, longer meetings, working as smaller groups, and developing their meeting structure.			
Action Items		Person Responsible	Deadline
CHC Conflict of Interest Follow-up			
Discussion			
This committee discussed the importance of clear messaging and buy-in from the community around CHC 2.0. Courtney continues to attend CHC 2.0 meetings regularly to help bridge the gap. Language is being developed for Design Team to help communicate CHC 2.0 with community providers.			
Action Items		Person Responsible	Deadline
Share Design Team language with Exec when available		CoC Staff	
Steering Council Member Responsibilities			
Discussion			
This committee discussed attendance and committee responsibilities of Steering Council members ahead of the Steering Council election at the December General Membership meeting.			
Action Items		Person Responsible	Deadline



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Include Steering roster and attendance on the Steering Council agenda packet		CoC Staff	
Winter Emergency Shelter Update			
Discussion			
Courtney shared that leaders are still convening to navigate how and where to get more funding to increase capacity. She noted the need to develop collective public messaging around funding. This committee discussed a join media campaign, recommended language, and advocacy with legislators.			
Action Items		Person Responsible	Deadline
November Steering Meeting Agenda			
Discussion			
Courtney recommends discussing a Strategic Plan and Governance Charter review, as well as creating a new Steering calendar. She also recommended adding Summer PIT Count Review (with numbers, language, and context), and CHC 2.0 updates.			
Action Items		Person Responsible	Deadline
Adjourn			
Motion by:		Support from:	

DRAFT