



## EXECUTIVE COMMITTEE MEETING MEETING MINUTES

October 10, 2019

1:00-2:30

Facilitator:	Casey Gordon		
Meeting Attendees:	<u>Executive committee members:</u> Casey Gordon, Beverly Ryskamp, Deanna Rolffs, Karen Tjapkes <u>Community members:</u> Pam Parriott, Mark Woltman <u>Staff:</u> Wende Randall, Courtney Myers-Keaton, Brianne Czyzio Robach		
Time Convened:	1:05	Time Adjourned:	2:48

Approval of Agenda		October 10, 2019	
Motion by:	Beverly	Support from:	Deanna
Discussion			
Amendments			
Conclusion	All in favor by acclamation with no dissent		
Approval of Minutes		September 5, 2019	
Motion by:	Deanna	Support from:	Beverly
Discussion			
Amendments	Community Rebuilders Presentation: should indicate that they are “seeing the same things that the <u>workgroup</u> identified” Funding Review Process: should indicate, “In the future, the funding review process should be revisited several months prior to the next reapplication round.”		
Conclusion	All in favor by acclamation with no dissent		
KConnect Presentation			
Discussion	<p>Pam and Mark attended the meeting to update Executive Committee on the status of the work. The Design Team has developed a purpose and mission statement and identified that major racial disparities exist across all areas of life throughout Kent County. In addition, the Design Team has developed a summary of themes and root causes based on community research. These include:</p> <ul style="list-style-type: none"> <li>- The system lacks common purpose and shared perspective.</li> <li>- There are gaps in understanding of community need. There is consensus that the needs do not meet capacity, but unclear how these would meet.</li> <li>- Lack of innovation and creativity leads to systems stagnation</li> <li>- System information is not flowing out to the community. Kent County members interact with the information in different ways, but there is not cohesive information provided to the community.</li> <li>- Ineffective analysis of system information.</li> <li>- While there is an abundance of organizational creativity and innovation, there is a lack of system creativity and innovation.</li> <li>- Organizations are not effectively collaborating</li> </ul>		



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- The system is not driven by lived experience experts and is influenced by a select group of stakeholders with power. How do you move the voice of those with lived experience with little power to a position where they have power?
- The system holds extreme racial disparities

Mark clarified that talking about systems, the Design Team talking about the overall housing system, not just the CoC/homelessness system. However, it is important to think about how the systems are interconnected. Courtney indicated that there is outcome-related data available from system performance measures that can be shared. Aggregate data is available, but project-specific data would need to come through individual organizations. The Design Team has been looking the 6 Conditions of Systems Change, looking at structures in the community that can be changed. Pam indicated that the goal of this KConnect process is not about rearranging parts of the system but ensuring that the system has access that works for all persons.

The Design Team has been working to identify a series of systemic root causes within the system:

- The belief that homelessness is an individual rather than a systemic problem.
- The system is based on scarcity, not prevention. Resource constraints lead to crisis mode/triage system management.
- Model and process are not customer centric.
- The system lacks a cohesive housing strategy across the spectrum.
- The system lacks a common goal, philosophy, narrative, language, and alignment among providers.
- Racist policies and practices combined with cultural racism lead to inequities in housing and homelessness services.
- Strategies and responses to homelessness are divorced from larger economic forces
- Historical and systemic racism and generational poverty are root causes of overrepresentation of people of color in crisis.

The design team is working to draft a common agenda and system map. Mark shared that one recommendation will likely be the need for a convener to continue the work. Casey noted that a convener could shift the work to a larger scope of policy and advocacy as compared to the CoC's limited scope. Beverly noted the importance of thinking through desired qualities in a convener before making recommendations.

There was conversation around values and resources in the community. Mark noted that if the community can come up with a solid vision for a future state, and then braid present and future federal and philanthropic funding sources. There was conversation around the importance of being intentional about who is staff/leading/on the board of the convening partner. There was conversation around the difference between having representation from customers versus being driven by individuals served by the system. Pam noted that the narrative influences the mental model shift.



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Beverly noted that there are significant structures in place around fair housing on the federal level. One strategy could be enforcement for these policies for federal funds coming into the community. Currently, all funded agencies have strict nondiscrimination policies they must uphold.

The December HAPC meeting will be December 6 from 8:00 – noon. Pam indicated that KConnect would be happy to provide any information that would be helpful in the strategic planning process. Mark encouraged the CoC to think about systemic causes and how this can be addressed. KConnect will be at the October Steering to present. Brianne will ask Steering members to provide questions prior to the presentation. In looking towards a convening partner, members agreed that it would be important for the group to get an update from KConnect each month to clarify roles and how the roles are interconnected. Wende can provide an update to Executive next month.

Action Items	Person Responsible	Deadline
Ask Steering Council members to provide questions prior to the October meeting	Brianne Czyzio Robach	
Provide KConnect Update to Executive	Wende Randall	Nov. Exec

### Strategic Planning Conversation

#### Discussion

At the last Steering, the council discussed potentially broadening the strategic planning process. Executive members agreed that the process needs to move forward even though it may be flawed. Courtney noted that the Non-Profit Technical Assistance is not an option as the deadline has passed.

Deanna indicated that the group needs to move forward even though the process is not perfect. She suggested that Executive bring 2 options to Steering Council: continue with what we have or ask who can pitch in additional funds. Executive could present these two options. Members agreed that there needs to be a vote at the Steering Council meeting whether the RFP should go through, acknowledging that it is not ideal.

Action Items	Person Responsible	Deadline

### Succession Planning

#### Discussion

In the past, the group has discussed concerns that Executive Committee membership changes each year. Some of this was compounded by staggering terms. One piece of discussion that has come up is preparing people for the role of chair. Another piece of conversation is the role of Nominating Committee. Karen noted that at some point staff started performing the Nominating Committee roles outlined in the charter. Members agreed that it would be great if there was a group that would seek out people who are not currently represented - i.e.: the healthcare sector, law enforcement, others. This group could also prepare a slate of Executive officers for recommendation. Executive decided to look into adopting the model of electing a chair-elect instead of a vice chair so that there is consistently one person on Executive. In order to do this before the upcoming Executive elections, the ideas would need to be introduced in October, vote at Steering in November, and approved at full CoC in December. Also, there was conversation around changing the role of treasurer to member-at-large. Perhaps the secretary role could submit minutes for official review by the committee.



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Action Items	Person Responsible	Deadline
<b>Governance Charter Amendments</b>		
Discussion		
Courtney noted that there were conversations in the summer about changing the charter. Any changes would need to be developed to give CoC members time to review changes. Any changes would need to be voted on at the November Steering Council meeting so they could be approved at the December full CoC meeting.		
Action Items	Person Responsible	Deadline
<b>Letters of Support Process</b>		
Discussion		
The LIHTC Letter of Support process is in place, but there is no process for other agencies seeking letters of support. Courtney would like to hear others' thoughts around this. She can draft something and send to the group for review. This could be a place to hold agencies accountable to anti-racism practices. For example, one question could focus on what the organization is doing to ensure that policies and practices are not discriminatory, and this could be added as a significant conversation at all steps in the process. Decision-making processes at agencies may also come into play with this conversation.		
Action Items	Person Responsible	Deadline
Draft Letter of Support policy and send to Executive to review	Courtney Myers-Keaton	
<b>October Full CoC Agenda</b>		
Discussion		
<ol style="list-style-type: none"> <li>1. Community Rebuilders Presentation - ask for one-pager with the project description, ask for the community, timeline, anticipated capacity - essentially an executive summary to help plan the rest of the system around this funding and how this will alleviate any projects dropping off.</li> <li>2. Family Homelessness Task Force update (Fulton Manor and Diversion)</li> </ol>		
Action Items	Person Responsible	Deadline
<b>October Steering Council Agenda</b>		
Discussion		
<ol style="list-style-type: none"> <li>1. KConnect Presentation</li> <li>2. Dashboard Presentation</li> <li>3. Review of CoC Committee and Action Board Policies</li> <li>4. Succession Planning</li> <li>5. Budget review</li> </ol>		
Action Items	Person Responsible	Deadline