



Homeless Services Consortium Nominating and Governance Committee
March 16, 2021, 2:30-4:00PM
Meeting held Virtually on Zoom
Meeting ID: 987 9758 3796
Passcode: 415840

1. **Introductions and icebreaker – Kristin Rucinski, Maggie Carden, Kim Sutter, Liz Duffie, Matt Julian**
 - a. **“Fierce by day, fabulous by night”**

Discussion Topics

2. **Duffie proposed moving the elections up to October to the HSC general membership today**
 - a. No comments were made in the HSC meeting. It was presented to the board last week. It will go in front of the membership next month.
 - b. If passed, consider getting something together for elected board members for training, In conjunction with Torrie’s training. Consider a workgroup and solicit current and past board members.
 - c. Intention of change is to develop a better onboarding plan for board members.
 - d. May need to consider pivoting to complete the job descriptions.
3. **Consider work plan through August**
 - a. What positions are being elected
 - b. Write-up on process of election timeline and process – Ruscinski will review old notice and update dates for a draft.
 - c. Job Descriptions next up
 - i. Code of Conduct agreement requirement
 - ii. Potential secretary monitors attendance and reports non-compliance – potentially warning
 - d. Sutter will take lead on determining voting eligibility based on attendance records
 - e. Duffie will put together a survey for membership about individuals/entities that should be approached about running for a Board seat – will share draft at July NomGov meeting
4. **Code of Conduct**
 - a. Public statements discussed – consensus vs quick response items – Hinkfuss will be asked to make suggested edits
 - b. Expectations For Participation

- i. Change made to no longer be 'excused absences' rather just a limit on absences in a calendar year.
- c. Confidentiality
 - i. Need to determine if we can or cannot have closed sessions.
- d. Non-discrimination Sexual Harassment policy – no edits
- e. Addressing Violations of the Board of Directors Code of Conduct
 - i. Added 2 stages of review, and changed participants
 - 1. Initial allegations go to exec committee minus the president – VP leads
 - 2. Appeal has the President review
 - 3. Then the third step is to the board as a whole in closed session.
 - ii. The goal of the timeframe to complete investigation as a whole within 60 days (including appeals)
 - iii. During the 60 days, the person remains on the board.
- f. Conflict of interest
 - i. Financial vs personal ties
 - 1. Consider listing items: if you've received services in the last 2 years, if you sat on the board of the last two years, etc
 - 2. Conflict of interest disclosure form – consider completing each year – consider a mid-year prompt or pre-check in funding meeting votes (prior to voting)
 - ii. Recusing from the vote – partake in the discussion
 - 1. Consider allowing board members to participate in q&a, however not in the boards discussion of altering funding
 - 2. Clarify points of recusal for agencies.
 - iii. Financial interests are important and expected. We want to encourage board members to think of other conflicts of interest.
 - iv. Consider splitting the code of conduct and appendix a (conflict of interest)

Action Items and Proposals

Ruscinski and Duffie will review expected election positions

Julian will request time from the Board President to present the Code of Conduct in August

Next meeting scheduled for July 21, 2021 2:30-4:00PM