



**Homeless Services Consortium Nominating and Governance Committee  
February 16, 2021, 2:30-4:00PM  
Meeting held Virtually on Zoom**

- 1. Introductions and icebreaker: Liz Duffie, Matt Julian, Kim Sutter, Kristin Rucinski, Brad Hinkfuss, Maggie Carden, Takisha Jordan**

**Discussion Topics**

- 2. Will provide a Board Update at the next Board meeting if time allows**
  - a. Who we are
  - b. Current discussions
- 3. Committee chairs and attendance update**
  - a. Committees were emailed the process and we can re-visit in a month
- 4. Feedback from Election**
  - a. Anyone that had issues with Google docs from their employers were able to use personal devices.
  - b. Approx 63% of eligible voters voted in Dec 2020. In Dec 2019, about 47% voted.
  - c. No feedback positive or negative were sent to the HSC.
- 5. Discuss how we decide to tackle topics**
  - a. Small groups vs discussing – we are small, and could go through together to review common issues that may intertwine with our documents
- 6. Code of Conduct review**
  - a. Board members sign upon beginning their term. Typically reviewed in the first month of
  - b. Interpret and communicate consortium's activities – what actions of advocacy are we doing
    - i. Representing HSC/Board vs agency or individual – previously precedence was President and Vice President for media requests.
    - ii. Letters and statement or position
    - iii. Discussed dual roles – mindful
  - c. Consider replacing some of the code of conduct with the expectations for participants
  - d. Think of code of conduct general conduct within board meetings and publicly.

- i. Dual roles/conflict of interest – speak about dual roles in committees
- e. Public statements – media requests, support letters, petition signatures,
- f. Expectations for Participation
  - i. Discussed absences committee vs board, need to specify how many, timeframe and consequences.
    - 1. Board – discuss excused or unexcused, prefer simply attendance due to the importance of folx participation.
    - 2. Committee – discussed participation over a period,
    - 3. Possible discuss with the board
- g. Assignments
  - i. Dual Roles – Duffie review
  - ii. Violation and Charges - Hinkfuss and Sutter

**7. Disclosure of Conflict of Interest review & Recusal Process**

- a. **Not yet discussed.**

**8. Job Description review**

- a. **Not yet discussed**

**Action Items and Proposals**

- 9. No action items discuss, will continue to review documents (Code of Conduct, Disclosure of Conflict of Interest & Recusal Process, Job Description)

**Next meeting scheduled for March 16, 2021 2:30-4:00PM**