

## **RNCoC Governance Meeting Minutes**

**08/09/2024**

**Via Teams**

**When:** August 9th, 2024 9:00 AM  
**Where:** via Teams  
**Who:** Governance Committee  
**Why:** To review necessary documents for the Governance Committee

### **Attendees:**

Mary Jane Ostrander  
Jackee Stewart  
Dawn Tann  
Jennie Martin  
Jazzmine Betancourt  
Sarah Escartin  
Kelly Robson  
Brian Gardner  
Jessica McCutcheon

Michele Fuller-Hallauer (WWI)  
Brandon Hallauer (WWI)  
Jordan Ernst (WWI)

Link to Governance documents: [RNCoC Governance](#)

**Summary:** Michele shared a link to the governance documents in the chat and discussed the importance of finalizing the Governance documents to get back into HUD compliance. Michele and the group discussed the existing written standards, and the 2015 version prepared by the Nevada Housing Division, with plans to update the document for various program types, including permanent housing, rapid rehousing, and joint transitional housing/rapid rehousing.

The meeting focused on the composition of the board and steering committee, emphasizing the need for representation from different stakeholder groups and funders, such as ESG, Behavioral Health, Housing Authority, Law Enforcement, Hospital Administration, CoC Coordinator, and someone with lived experience. The group also discussed the collaborative applicant and their roles. The necessity for a written process to select a board, as mandated by the HEARTH Act, was discussed, along with the requirement for the RNCoC Leadership to be reviewed every five years.

There was a detailed discussion about the number of board seats (potentially 11 board seats, with 6 stakeholder groups and 5 open), aiming to balance the representation of various stakeholder groups with a manageable board size. Considerations included the impact of board size on achieving a quorum, the practicality of managing a larger board, the frequency of board meetings, and the process for filling open seats.

The meeting ended with a discussion about the upcoming meeting **on August 23<sup>rd</sup> at 10:30 AM**. Michele explained that due to Winged Wolf Innovations being open for one year, they would be attending their First Annual Retreat on the same day. She expressed that although WWI team members could not attend the meeting, everyone in the group could use the blocked time to review and edit the governance documents.

### **Next Steps:**

1. Mary Jane will send the document with information on various grants, permanent housing, permanent supportive housing, and rapid rehousing to Michele.
2. Jazzmine will contact Chelsea to update her and get her input on potential candidates for the board.
3. Dawn will reach out to the agency manager and DPBH administrator to make a connection for a behavioral health representative for the board.
4. Mary Jane will reach out to Sherrilyn Rahr-Woods for input on potential candidates for the board.
5. The governance committee will review the documents and make edits using tracked changes or highlight their edits using the **August 23<sup>rd</sup> at 10:30 AM** time block. [RNCOC Governance](#)
6. The next virtual meeting will be held on **September 6<sup>th</sup> at 9:00 AM**.