



RNCoC Governance Meeting Minutes

When: January 8th, 2024, 10:00 AM
Where: via Teams
Who: Governance Committee
Why: To review necessary documents for the Governance Committee

Attendees:

Jackee Stewart, Churchill County Social Services
Dawn Tann, DPBH Rural Clinics
Chris Murphy, New Frontier
Karyn Smith, Nye County Health and Human Services
Jennie Martin, Nye County Health and Human Services
Kayla Langley-Rudy, Nevada Housing Division

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

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

Summary:

Michele started the meeting by emphasizing the urgency of finalizing the governance document. She explained she would like to have the document completed by the end of the month for submission to the steering committee in February. She provided guidance on accessing the document within the Roundtable platform and assisted participants needing help.

The discussion started with the Board roles and responsibilities of the chair, co-chair, and secretary. Chris questioned the inclusion of the secretary in the officer roles. The group agreed on the importance of defining responsibilities for all officers and supported the idea of a written plan to ensure diverse representation. The group discussed what section the verbiage should fall under and agreed to put it under officer roles.

Michele raised concerns about the governance document's references to the steering committee while the document was referring to the board. She advocated for the board to be recognized as the primary decision-maker, and the language currently written around the steering committee needed to be reformatted to board language.

Additionally, the need to merge duplicated sections, including 3.1, 3.4, 3.2, and 3.5, was discussed to enhance clarity. Chris recommended taking information from 3.4 and adding it

under section 3.1 and removing the entire 3.4 section. In sections 3.5 and 3.2, he suggested combining and having participants decide what to remove. Finally, he advocated moving the term and vacancies section up because it differs from 3.3 and removing where it currently is.

Participants discussed section 4.1: Co-chairs; and decided to remove any requirements of volunteers to be co-chairs and change it to a vote will be held to determine co-chairs. The group discussed the requirements for agencies to attend all committee and sub-committee meetings that pertain to their agency. Participants also addressed agency leads having the right to vote within different sub-committees and discrepancies that could potentially come up.

There was a comment about tracking attendance, to which Michele proposed options for tracking training attendance for agencies, with Dawn suggesting proof of attendance be provided upon request. The group agreed not to add verbiage on this matter into the document, but as a CoC, everyone needs to work toward collecting the training they attend.

The group discussed establishing term limits for leadership positions to encourage broader participation, with the group supporting the idea.

Michele concluded the meeting by asking participants to continue to work within the document and reread it for accuracy and flow. She explained that a few areas still need to be filled in, including determining what the Compliance Committee will look like. She stressed the importance of finalizing the governance document and proposed scheduling another meeting to address the remaining issues.

Next Steps:

1. Participants will continue to work within the document and reread it for accuracy and flow.
2. Jordan will send a doodle poll to schedule the next meeting.