



CoC Steering Committee Meeting Summary

Date: Friday, February 28th, 2020
Location: 4 WTC, 150 Greenwich Street
Time: 9:30-11:30am

Co-Chairs in attendance: Kristen Mitchell (DSS), Alyson Zikmund (HPD)

Voting Members in attendance: Kristin Miller (CSH), William Lang (ACL), Tierra Labrada (The Network), Jeffrey Seward (DOHMH alternate), Catherine Trapani (HSU), Kevin Thrun (DHS), John Rojas (HRA), Howard Charton (Breaking Ground), Kelly O'Sullivan (Jericho Project), Mark Hurwitz (Urban Pathways), Cameron Craig (PWLEx), DeBorah Dickerson (PWLEx), and Maddox Guerilla (YAB).

Additional attendees: Martha Kenton (DSS), Jeannette Ruffins (West End Residences), Melissa Stevenson (DSS), and Amanda Slater (DSS).

Items Discussed

1. January Steering Committee Meeting Summary reviewed and approved
 2. Housekeeping
 - Discussion of alternate representative participation, Census request for client information, and proxy voting procedures.
 3. CoC Updates
 - Presentation highlighting 2019 NOFA Tier I & DV Bonus awards, 2020 Evaluation results, and CoC governance structure.
 4. Adoption of Bylaws
 - Motion made to adopt the CoC Bylaws. The motion was seconded and passed by unanimous voice vote.
 5. Appointment of Steering Committee Co-Chair
 - Motion made to appoint Carrie Bloss (Executive Director, Project Hospitality) as Co-Chair of the Steering Committee. The motion was seconded and passed by unanimous voice vote.
 6. Discussion of Committees
 - Committee reporting structure, summary template, and committee expectations discussed.
 - Review of request for a Domestic Violence Special Committee and DV representation in the CoC.
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Action Items

1. Produce and distribute guidance on Census procedures for CoC providers. Responsible party: Steering Committee Co-Chairs



2. Convene discussion of request letter to form committee and review DV representation in the NYC CoC.
Responsible party: Steering Committee Co-Chairs, HRA voting member, and Authors of DV Request Letter.
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