



CoC Steering Committee Meeting Summary

Date: Friday, January 21st, 2020
Location: 4 WTC, 150 Greenwich Street
Time: 9:30-11:30am

Co-Chairs in attendance: Kristen Mitchell (DSS)

Voting Members in attendance: Courtney Christenson (CSH), Michelle Mulcahy (Enterprise), William Lang (ACL), Jamie Powlovich (CHY), Tierra Labrada (The Network), Jessica Jeavons (DOHMH), Kevin Thrun (DHS), Alyson Zikmund (HPD), John Rojas (HRA), Howard Charton (Breaking Ground), Kelly O'Sullivan (Jericho Project), Mark Hurwitz (Urban Pathways), Cameron Craig (PWLEx), DeBorah Dickerson (PWLEx), Jha'asryel Akquil-Bishop (YAB), and Maddox Guerilla (YAB).

Additional attendees: Martha Kenton (DSS), Laura Mascuch (The Network), Jeannette Ruffins (West End Residences), Melissa Stevenson (DSS), Amanda Slater (DSS), and Jeffrey Seward (DOHMH alternate).

Items Discussed

1. Review and approval of December Steering Committee Meeting Summary
 2. Appointment of Steering Committee Co-Chair
 - Motion made to appoint Alyson Zikmund (HPD) as Co-Chair of the Steering Committee. The motion was seconded and passed by majority voice vote.
 - Recruitment for third Co-Chair is in the works. Co-Chair Kristen Mitchell will nominate candidate at a future Steering Committee meeting for consideration. To ensure balance of Co-Chair composition, this candidate will not be a government representative.
 3. Committee Reports
 - Discussion of changes to committee reporting structure under new Bylaws. Committee reports will be posted to the CoC website moving forward.
 4. 2020 Calendar Review & Housekeeping
 - Attendance and participation expectations for Steering Committee discussed.
 - Review of CoC 2020 calendar of meetings (Steering Committee, Advisory Council, Grantee, Open Public).
 5. Discussion of CoC Bylaws
 - Edits proposed to clarify Steering Committee Co-Chair guidelines, meetings, and Standing Committee descriptions.
 - Create a 'notable changes' comparison of the proposed and old Bylaws.
 - Steering Committee to review Bylaws with updates at February meeting.
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Action Items

1. Creation of 'notable changes' document. Responsible party: Federal Homeless Policy & Reporting
 2. Update Bylaws with desired Steering Committee edits. Responsible party: Federal Homeless Policy & Reporting
 3. Review updated Bylaws & notable changes document, for vote at February Steering Committee Meeting.
Responsible party: Steering Committee voting members
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