



TO: Flint/Genesee County Community Partners

FROM: Flint/Genesee County CoC Governance Work Group

DATE: September 25, 2019

RE: Invitation to join in addressing homelessness as a member of the Continuum of Care Governance Council

Everyone we know is concerned about the number of persons living without homes in our community, and about the persistence of homelessness. The formal partnership of organizations that collaborate on solutions to reduce and then end homelessness locally – known as a Continuum of Care (CoC) and outlined below – is actively seeking to expand our leadership and diversity.

We are asking you to get involved in these crucial issues of housing and homelessness now. We need leaders and partners from other sectors to accelerate our progress in improving outcomes and stabilizing housing for those who are living with homes or stability. We also need new thinking to help us increase our impact by working in new strategic directions.

The CoC is a public/private community partnership focused on reducing and ending homelessness through housing and needed services. The CoC operates largely under the requirements and year-round set of activities to support a portfolio of grants as set out by the federal government through the Department of Housing and Urban Development.

The CoC structure is built around community involvement and transparency in decision-making. This commitment is reflected throughout the program's rules and regulations. One example is the requirement to form a CoC Board, with specific responsibilities. That CoC Board adopts and operates according to a CoC Governance Charter. Working through these structures, high-performing CoCs have reduced homelessness in significant ways, although it remains challenging in light of the lack of housing affordable to the population.

In April 2019, the Flint/Genesee County CoC adopted a new Governance Charter. It specifies the creation of a CoC Governing Council for this Continuum. Following national best practices as well as HUD guidance, the Charter requires greater diversity at the Governance Council leadership level, including active involvement of persons with lived experience.

The Governance Work Group, comprised of current CoC members, was tasked with the development of the charter document and is serving as the initial nominating committee. Your agency's name has been recommended to nominate a candidate to hold a seat on this Council.

We are reaching out to you now to invite you or a member of your team to submit the enclosed nomination form.

A full copy of the Governance Charter is enclosed for your review. The following highlights the structure and responsibilities of the Council:

- The Governance Council shall be composed of not less than twenty-one (21) and not more than thirty-one (31) members who are representative of the community as listed in the membership group categories.
- Agencies representing the following services shall be represented among the Governance Council membership: youth shelter provider, permanent supportive housing provider, Housing Assessment and Resource Agency (HARA), emergency shelter provider, homeless outreach provider, and Homeless Management Information System (HMIS) administrator.
- The Governance Council is responsible for developing, adopting, maintaining, and updating this charter and any By-laws that govern the operations of the Flint/Genesee County CoC at least annually to comply with HUD Requirements.
- The Flint/Genesee CoC Governance Council will be responsible for establishing a process for the selection and review of a Lead Agency for the CoC.
- The Governance Council shall have 3 officers to conduct business, comprised of a Chairperson, a Vice Chairperson, and a Secretary. Officers shall be elected by the full membership of the Governance Board and serve up to 2 terms. To avoid the appearance of any conflict when issues are voted upon, the officers of the Governance Board shall not represent the same type of constituencies.
- Governance Council Members shall serve terms of 2 years, staggered initially as the group begins operating, beginning with the regularly occurring CoC meeting in *December, 2019*. An individual may serve up to 2 consecutive terms in any one position on the Governance Council.
- It is proposed that the Governance Council meet quarterly.
- The Executive Council shall be comprised of 5-7 members from within the membership of the Governance Council.
- The Executive Council shall keep regular minutes of its proceedings and report such proceedings to the Governance Council and the CoC general membership. The Executive Council will have the power and authority to act on behalf of the Flint/Genesee County CoC and will meet monthly or as called by the Chair or membership at-large.

We invite you to review the enclosed materials and if interested, submit your application to GovernanceNominations2019@gmail.com by close of business on Friday, October 18. You can also write to that address to ask that a nominating committee member contact you to answer your questions.

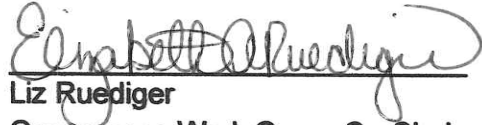
We anticipate the following timeline:

- October 18: Applications due
- November 13: Slate of nominees presented to the CoC for vote

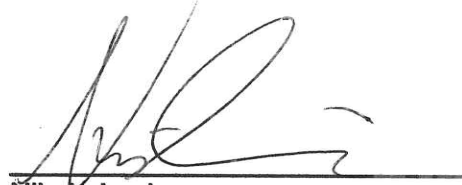
- November 15: Notification of elected Council members
- December 3: Initial Council meeting; agenda to include election of Officers/Executive Council and establishment of 2020 meeting schedule

Thank you for your interest. Please do not hesitate to contact us with any questions that you may have.

Sincerely yours,



Liz Ruediger
Governance Work Group Co-Chair
Vice President of Operations
Shelter of Flint



Nikola Lucic
Governance Work Group Co-Chair
Staff Attorney and Fair Housing Education
& Outreach Project Manager
Legal Services of Eastern Michigan



Kasie White
Continuum of Care Chair
BSW Field Education Coordinator
Program Manager/LEO II Faculty
University of Michigan-Flint

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