

Continuum of Care Board Meeting Minutes

April 25, 2024

Members Present: Chair Hope Jackson, Carl Dwyer, Justin Williams, Victoria Martinez, Jeffrey Jenkins, Shelby McCue, and Melissa Lopez (by Zoom). Also attending from the Lead Agency: Camille Castillo (by Zoom) and Denver Herald. Due to the Secretary not being in attendance, Jeffrey Jenkins volunteered to take minutes for the meeting.

- I. **Call to Order:** The meeting was called to order at 4:09 p.m.
- II. **Approval of Agenda:** Hope moved that the meeting's agenda be approved. Shelby seconded. The motion carried.
- III. **Consent Items:** Review and Approval of previous minutes.
 - a. Minutes from the special meeting of April 19, 2024: Members acknowledged they had received and read the minutes and report from the committee conducting the special investigation. Hope asked if there were any corrections to the minutes and none were offered. The minutes were approved.
 - b. Minutes for the regular board meeting of March 14, 2024: Hope read the minutes. Corrections were called for. Hope made note of those corrections. The approval of the minutes was tabled until the next meeting.
- IV. **Old/Unfinished Business:** There was none.
- V. **Recurring Business/Public Comments:** Hope informed the board that no one from the public had signed up for public comments. Hope explained to the new board members that if anyone from the public had done so, they would be given 3 to 5 minutes to ask a question or make a comment. Carl asked where one would sign up for public comments and the board was informed that this is done on the web site (www.epchomeless.org), although if person(s) were to show up without signing up they normally would be granted time. Melissa suggested that on the website – “right below ‘Open Forum Policy’ – a note be added that one may contact the EPCH directly to request time for public comments. Camille said she would follow up on this.
- VI. **New Business**
 - a. Hope thanked Camille and Denver for the Lead Agency's hard work and dismissed them.
 - b. The Board went into Executive Session to discuss Articles of Incorporation, Bylaws, and Charter Review.
 - c. Hope moved and Justin seconded that the board leave Executive Session and the motion was approved. *(Note: During Executive Session, Carl needed to leave the meeting and so was not present for the official business that was conducted when the Board left Executive Session.)*
 - d. The following action was taken by the Board:
 - i. Melissa moved and Justin seconded the following motion: Employees and Board Members of CoC-funded agencies are not eligible for CoC Board membership.” Victoria amended the motion to include the following language: “In order to receive CoC funding an individual cannot sit on the Board of a Funded Agency other than its own.” The motion carried by a majority vote.

- ii.** Melissa moved and Jeffrey seconded the following motion: That we begin drafting a revised Code of Conduct to apply to the CoC Board and employees of the Lead Agency. The motion carried unanimously.
 - iii.** Melissa moved and Victoria seconded the following motion: That Justin serves the Board as Vice Chair and that Sherene Hunt (not present) serve as Secretary. The motion carried unanimously.
 - iv.** Melissa moved and Jeffrey seconded the following: That Elvira Valles be extended an invitation to join the Board via the Chair. The motion carried unanimously.
- VII. Upcoming BOD Meeting:** The Board set the date and time for the next meeting to be Thursday, June 13, 2024 at 4:00 p.m.
- VIII. Adjournment:** Hope moved for adjournment and Justin seconded. The meeting was adjourned at 6:53 p.m.

Respectfully submitted,
Jeffrey Jenkins