



**SACRAMENTO
STEPS FORWARD**

Ending Homelessness. Starting Fresh.

TO: CoC Board Members

FROM: April Wick, CoC Governance Committee Chair &
Michele Watts, SSF Chief Planning Officer

DATE: April 14, 2021

SUBJECT: CoC Governance Committee- Recruitment Announcement
(Informational- Receive & File)

The Sacramento CoC Governance Committee (GC) is recruiting new member(s). This recruitment announcement outlines the current GC membership, roles of the GC, and the recruitment timeline for adding new members.

Background

The current GC is comprised of the three members of the Executive Committee plus additional members from the Board. Current membership consists of the following individuals:

Member	Representation
April Wick, GC Chair	CoC Board Member
Erin Johansen	CoC Board Chair
Angela Upshaw	CoC Board Vice Chair
Pixie Pearl	CoC Board Secretary
Mike Jaske	CoC Board Member

Mike Jaske is resigning from the Governance Committee and needs to be replaced with another Board member. It is also allowable to add additional members to this committee beyond the current assignment of five (5) members.

The current CoC Board Governance Committee was formed in 2019 and created the 2019 Governance Charter, approved by the full CoC Board in

September 2019. Per this charter, the committee is responsible for the following:

- Annual review of the Governance Charter and making recommendations for changes to the CoC Board;
- Overseeing Sacramento CoC Board member appointment process, including reviewing applications and nominating candidates to the Sacramento CoC Board;
- Annually inviting membership to the Sacramento CoC and developing strategies to ensure broad participation, including persons with lived experience on the Sacramento CoC, Sacramento CoC Board, and its committees; and
- Reviewing the annual budget and year-end reconciliation of the CoC Lead Agency and HMIS Lead Agency, relative to Sacramento CoC activities and reviewing activities broadly carried out by these entities outside of the Sacramento CoC.

Committee Slate Recruitment & Appointment Timeline

The recruitment timeline to appoint formal membership to the CoC Governance Committee is outlined below:

CoC Governance Committee Recruitment Timeline	
Recruitment Announcement at CoC Board	Wednesday, April 14, 2021
Recruitment Announcement, Application, and Member Roles & Responsibilities Posted to SSF Website	Friday, April 16, 2021
Application Period	Friday, April 16, 2021 – Friday, April 30, 2021
Application Due Date	Friday, April 30, 2021, 5 PM
Slate Developed	Monday, May 3, 2021 – Thursday, May 6, 2021
CoC Board Approval of Slate	Wednesday, May 12, 2021

Recruitment for the Governance Committee is being announced at the CoC Board, followed by an application period ending April 30, 2021. Staff will prepare a nominations packet that includes information about all applicants for review by the committee Chair the following week. The Chair will

recommend a slate for Executive Committee review and a final slate will be approved by consensus and placed on the May 12, 2021 CoC Board agenda for appointment.

Message to Interested Members

CoC Board members interested in service on the Governance Committee are encouraged to apply. GC members and SSF staff are available for interested applicants who want more information about what committee service entails; contact CoC Coordinator Michelle Charlton at mcharlton@sacstepsforward.org to be connected to a current GC member or appropriate staff.