



**SACRAMENTO
STEPS FORWARD**

TO: Sacramento Continuum of Care (CoC) Board Members

FROM: Cynthia Hunt, Kristy Smith, Theresa Luna and Point in Time Chairs
Jesse Archer, SSF Interim CoC Program Manager
Michelle Charlton, SSF Senior Analyst

DATE: January 8, 2025

SUBJECT: Approve Six-Month Waiver of CoC Board Member Co-Chair Requirement for the Point in Time Committee - ACTION (Consent Agenda)

Summary

This memo recommends a six-month waiver of the [Governance Charter](#) requirement that every CoC Committee have at least one Co-Chair who is also a CoC Board member for the Point in Time Committee.

Background

The PITC is currently Co-Chaired by Cynthia Hunt, Kristy Smith, and Theresa Luna. In 2024, Joe Smith, previous PITC Chair resigned from the PITC, meaning the PITC is now out of compliance with the Governance Charter.

CoC Board Action Requested

Approve the waiver of the CoC Board membership requirement per the CoC Governance Charter, until June 2025.

