

Continuum of Care (CoC) Membership Committee TENTATIVE AGENDA

Wednesday, November 15, 2023
9:00 a.m.

Safe Haven Family Shelter, 1234 3rd Av S





- Minutes from last meeting
- Values & equity statement

“We define racism as racial prejudice plus the misuse of power by systems and institutions (misuse can be intentional or unintentional). We are mindful of the racial inequities across housing, economic mobility, health care, criminal justice, and other systems. These all contribute to racial inequities in homelessness. I pledge to stay mindful of the power and privilege that I bring into every space that I enter and conversation that I have. I pledge to actively and intentionally practice antiracism when participating in Membership Committee meetings, representing this committee and the CoC in the community, and in talking about homelessness and housing issues in Nashville.”

- 2023 New Members
- Committee interest form; needs of CoC Committees
- Charter edits related to Membership (see next page)
 - Process for joining CoC & committees
 - Keep list of commitments in II-A for membership?
 - Other issues
- Orientation session for new members – Scheduling/Updates
- Format of CoC General Membership meetings
- Strategies on diversifying CoC general membership – Recruitment and engagement
- Merge Membership & Nominating Committees
- Agenda Items for Next meeting
- Other business

Next Regular Meeting

Nashville-Davidson County Homelessness Continuum of Care (CoC) Values:

-  **Housing-focused**
-  **Person-centered**
-  **Data-driven**
-  **Committed to the effective use of resources**

Race equity focused

Section II. General Membership

A. Composition

The CoC invites new members to join via electronic application (and paper-based, when needed) on an ongoing basis at least twice each year. The invitation is communicated by public notice and other appropriate media, which may include website announcements and email messages distributed to a wide range of stakeholders and members. This directs people to a web link, which makes it easy for the Membership Committee to track. However, applications are also available in Word, as well as hard copy. At public meetings such as the Homelessness Planning Council, the Membership Committee Chair also extends an invitation. To become and remain a member of the CoC, an individual or organization must:

- Submit a membership application (and annual renewal), which provides relevant data and affirms the prospective member's commitment to the following:
 - Supporting the implementation of the CoC's HMIS and maintaining (as applicable) an acceptable HMIS data quality rating (established by the HMIS Lead) for all relevant resources connected to the HMIS system.
 - Supporting the CoC's Coordinated Entry (CE) and, if applicable, using CE to receive 100% of referrals for housing resources funded through the CoC, and to maximize the receipt of referrals from non-CoC-funded housing resources.
 - Contributing staff capacity (as applicable) to planning and implementing the CoC's annual Point-in-Time (PIT) counts.
 - Creating an effective housing crisis resolution system using evidence-based practices (as applicable).
- To retain voting privileges, attend 50% of the GM meetings organized by the CoC.
- If an organization, assign one individual to serve as the primary liaison to the CoC, responsible for representing the CoC within the organization, helping to communicate and generally support trainings and CoC stakeholder meetings and informing the organization's leadership of matters related to the CoC. Each liaison must complete a conflict of interest disclosure statement.
- Support the efforts of individuals appointed to serve on CoC committees.
- On an annual and on-ongoing basis, the Membership Committee will ensure that invitations to join the CoC are made broadly through outreach to regional organizations that may have an interest in participating, general notices posted on the appropriate HPC and CA websites, word-of-mouth invitations and any other resource available for recruitment of new CoC members.

Once someone completes a membership form, the Membership Committee Chair emails a CoC New Member Welcome, copying the Collaborative Applicant, who adds new members to the CoC listserv; the email includes:

- Details on CoC General Membership meetings
 - 3 main authorities of the GM (electing a portion of the HPC, approving the Charter, and designating the HMIS Lead & Collaborative Applicant)
 - Requirements for becoming a voting member of the CoC (must attend 50% of the last 12 months' meetings.
 - The next meeting date & location
 - List of CoC committees (see list here) & link to interest form; that all committee meetings are open to the public
 - Link to the Metro website for updates/agendas of committee meetings
- That the Membership Committee hosts periodic CoC Member Orientation presentations as a primer for new and current members to learn more and be able to ask questions. [Here is a link to the recording from last year.](#)

Benefits of Membership

CoC members may:

- Apply for funding opportunities passed through the CoC by HUD and other funding bodies (for example, HUD's CoC and ESG programs).
- Vote at semi-annual stakeholder meetings or at special called GM meetings as appropriate. Voting is limited to one designee per member organization.
- Have staff members appointed to CoC committees as voting members, with the authority to make formal recommendations to the HPC.
- Receive technical assistance from the Collaborative Applicant, and HMIS Lead agencies and their partners to support the implementation of effective program operations.
- Network and collaborate with other agencies and individuals who are committed to ending homelessness in Nashville.
- Access education and training related to providing direct services to individuals and families experiencing homelessness.
- Engage in the decision-making process of the GM to help advocate for the direction of services in the community.
- Receive updates from community partners on the latest initiatives and projects.

Re: individuals having 1 vote-

discuss instances where other conflicts may arise, i.e., someone representing lived experience begins to work for another member agency; 2 or more folks sign up as an individual, but are all affiliated with an informal org like n'hood group