



Membership Standing Committee Meeting

Wednesday, June 28, 2017

1:30 p.m. to 3:30 p.m.

DPSS Children & Adult Services Office
901 E. Ramsey Street, Banning, CA 92220

Chair: Steve Falk **Vice-Chair:** Aaron Avila

Purpose

- *Recommends and carries out a strategy to recruit new members and expand CoC capacity.*
- *Recommends outreach strategies and develops membership recruitment tools.*
- *Develops an orientation packet that includes material relevant to the Continuum of Care and the responsibilities for all members to review.*

1. **Call to Order:** Welcome & Introductions
2. **Approval of Minutes:** April 26, 2017
3. **Old Business:**
 - a. Standing Committee Membership Guidelines
 - b. CoC Membership Application Review
 - c. New Membership Recruitment & Engagement
4. **New Business:**
 - a. Houston Charter Review
5. **Call for Agenda Items for the Next Meeting:**
6. **Announcements:**
7. **Next Meetings:**

- **Housing Committee:** July 11, 2017, 2 p.m. – 3:30 p.m.
Banning DPSS Self Sufficiency, 63 S. 4th Street, Banning, CA 92220
- **HMIS Administrators Council:** July 12, 2017, 1 p.m. – 3 p.m.
DPSS Staff Development Office, 22690 Cactus Avenue, Moreno Valley, CA 92553
- **CES Oversight Committee:** July 20, 2017, 1 p.m. – 3 p.m.
Banning DPSS Self Sufficiency, 63 S. 4th Street, Banning, CA 92220
- **Planning Committee:** July 20, 2017, 3 p.m. – 4 p.m.
Banning DPSS Self Sufficiency, 63 S. 4th Street, Banning, CA 92220
- **Board of Governance (BOG):** July 27, 2017, 1:30 p.m. – 3:30 p.m.
DPSS Office, 7894 S. Mission Grove Pkwy, Ste. 100, Riverside, CA 92553
- **Standards & Evaluation Committee:** August 17, 2017, 2 p.m. – 4 p.m.
Banning DPSS Self Sufficiency, 63 S. 4th Street, Banning, CA 92220
- **CoC Meeting:** August 23, 2017, 10 a.m. – 12 p.m.
Banning City Council Chambers, 99 E. Ramsey Street, Banning CA 92220

8. **Adjournment**



Minutes for County of Riverside Continuum of Care Membership Committee Meeting

**Wednesday, April 26, 2017
1:00 p.m. to 3:00 p.m.**

**DPSS Children & Adult Services Office
901 E. Ramsey Street, Banning, CA 92220**

TOPIC	PRESENTER	ACTION/ OUTCOME
Call to Order	Steve Falk, Membership Chair	<ul style="list-style-type: none"> The meeting was called to order at 1:02 p.m.
Approval of Minutes	Steve Falk	No previous minutes to review.
ACTIONS & DECISIONS	PRESENTER	ACTION/ OUTCOME
Nominate/Elect a Vice Chair:	Steve Falk	<ul style="list-style-type: none"> Deputy Aaron Avila of the Riverside County Sheriff's Homeless Outreach Team was nominated and elected vice chairperson of the committee.
CoC Committee Membership Guidelines:	Steve Falk	<ul style="list-style-type: none"> <u>This item has been tabled to the next meeting agenda.</u> <ul style="list-style-type: none"> Standing committee guideline concerns still being discussed are: <ul style="list-style-type: none"> Who can be on a committee? Who can vote? How many representatives from each agency can vote? Is there an attendance requirement?
CoC Membership Roster & Voting Guidelines:	Steve Falk	<ul style="list-style-type: none"> Discussion was had regarding who is considered a CoC Member and who has the right to vote. The committee referred to areas of the current charter and agreed that all CoC applicants are members; however, they are members in good standing based upon their right to vote. Voting rights are based upon any member's attendance of 4 consecutive CoC meetings.
CoC Membership Application Review:	Steve Falk	<ul style="list-style-type: none"> <u>This item has been tabled to the next meeting agenda.</u> <ul style="list-style-type: none"> DPSS staff to revise the CoC Application and present at the next meeting for review & discussion.
New Membership Recruitment & Engagement:	Steve Falk	<ul style="list-style-type: none"> <u>This item has been tabled to the next meeting agenda.</u>
Committee Meeting Schedule & Location:	Steve Falk	<ul style="list-style-type: none"> The committee decided to schedule 2017 meetings in Banning, following every CoC Membership meeting.
Call for Agenda Items:	Steve	<ul style="list-style-type: none"> Jill suggested we compare our current charter to the Houston CoC charter at the next meeting.
ADJOURNMENT	PRESENTER	ACTION/ OUTCOME
Next meeting	Steve Falk	Wednesday, June 28, 2017 1:30 p.m. to 3:30 p.m. DPSS Children & Adult Services Office 901 E. Ramsey Street, Banning, CA 92220
Adjournment	Michelle Davis	The meeting was adjourned by Steve Falk at 2:11 p.m.

Membership Committee Meeting– April 26, 2017: Attendance Report

Total in Attendance: 8

Committee Members:

City of Riverside
Community Mission of Hope
Riverside County Sheriff – Homeless Outreach
Riverside County Sheriff – Homeless Outreach

*Chair **Vice Chair

Michelle Davis
Steve Falk*
Aaron Avila**
Bridgette Recksiek

DPSS Staff: 4

DPSS Homeless Programs
DPSS Homeless Programs
DPSS Homeless Programs
DPSS Homeless Programs

Jill Kowalski
Donyielle Holley
Tiffany Nelson
Evelyn Pham

Guests: 0

DRAFT