2024 Governance Charter Proposed Changes (includes feedback from public comments)

Proposed Change:	Current Governance Charter Language:	Proposed Language:	Rationale
1. Add clarifying language regarding committee seats	All Board members are required to serve on at least one committee of the CoC	All Board members are required to serve on at least one committee of the CoC as seats become available. Please be aware that your preferred Committee may not have available seats, but the CoC encourages your active participation in any available alternatives. (Pg.6)	It was suggested that all Board members be required to participate in a committee. However, a disclaimer would clarify that their preferred committee may not always have available seats. Board members are encouraged to join other committees with open positions to remain actively involved.
2. Address Appointed Seats and restructure		Appointed seats were restructured, and the category of cultivated seats was expanded. (p. 7-8)	To allow for Appointed Seats to be responsive to the needs of the CoC, while also being flexible.
3. Remove condition that allows for an entity to exercise more than one vote on the Board if the Board has determined they represent a unique sector.		Condition was struck from the Governance Charter where applicable entities that hold more than one Board seat will need to coordinate to cast a single vote on motions brought to the Board. (p. 7-8)	Aligning voting rights to affirm one agency, one vote.

4. Modify the timeframe for Board Officers election	The Detroit Continuum of Care Board will elect a chairperson, a vice chairperson and a secretary at the first meeting of the calendar year.	The Detroit Continuum of Care Board will elect a chairperson, a vice chairperson and a secretary in the first quarter of the year. (p. 9)	It was suggested to extend the time allowed for filling those seats.
5. Advance the language by saying in the absence of the chair, the co-chair can be assumed for x number of months.	In the absence of the Chair, the Vice Chair assumes the duties of the Chair.	In the absence of the Chair, the Vice Chair assumes the duties of the Chair. Upon the end of the Chair's term, the Vice Chair will assume all duties of the Chair for 6 months until the new Board Chair elections have been held. If the outgoing Chair is willing to extend their term to ensure continuity of leadership until a new Chair is elected, then the CoC Board will allow for that interim extension. The Chair and Vice Chair shall perform other duties as the CoC may designate (pg.9).	This suggestion aims to maintain the continuity of the Board's leadership in the event that the chair position expires and becomes vacant.

6.	Add a Parliamentarian seat to ensure the Board's adherence to our bylaws and policies	No current language	The Parliamentarian will ensure the Board's adherence to proper meeting and voting procedures in accordance with the Governance Charter. (p.9)	This was suggested to ensure the Board's adherence to our bylaws and policies.
7.	Add a timeframe for the event of a Board seat becoming vacant. (proposed change from comments)	"In the event of an Elected Seat vacancy, the members of the Detroit CoC Board will select a successor to hold the vacant seat for the remainder of the term of the person vacating the seat".	In the event of an elected seat vacancy, the members of the Detroit CoC Board will select a successor to hold the vacant seat for the remainder if there is at least 6 months left in that individual's term. If there are less than 6 months left in that individual's term, the seat will remain vacant until the next election period.	Adding a timeframe ensures clarity, consistency, and efficiency in filling vacancies, balancing the need for representation with the practicality of board operations.
8.	A process needs to be developed for the removal or termination of Board members in the event of any violations		A formal process for reporting violations of these agreements has been outlined in the charter on page 10.	A process needed to be developed for removal or termination of Board members in the event of any violations.
9.	Strike current language: "Each committee has two co-chairs, one of which is a board member appointed by the board, and one of which is a member of the CoC	"Each committee has two co-chairs, one of which is a board member appointed by the board, and one of which is a member of the CoC General Body elected by the committee".	"All the Committees are responsible for having at least 1 seat to represent a Board member". (pg.11)	This was suggested to allow committees to have their own autonomy when developing their membership composition; however, still requiring that at least one seat represents a Board member.

General Body elected by the committee" but require that all CoC Committees must have at least 1 seat to represent a Board member (proposed change from comments)			
10. Add language for the CoC Committees regarding workplans and guiding documents.	No current language	"CoC Committees will develop both work plans and guiding documents which will be publicly available. Guiding documents should outline committee member structure and voting status, committee purpose and vision, committee member expectations, and role delineation of committee members and staff". (p.11)	This was suggested to clearly define the Committees expectations.
11. Add clarifying language stating that the Committee's guiding document and workplan will be submitted to the Board for review to ensure alignment with the strategic plan goals. (proposed change from comments)	No current language	"Additionally, guiding documents and work plans will be submitted to the Board for review, ensuring alignment with the strategic plan goals". (pg.11)	This suggestion was made to provide guidance on aligning workplans and guiding documents with the strategic plan

12. Add language regarding CoC Committees being required to upload meeting minutes as a standard to a shared drive.	No current language	"All CoC Committees will also be responsible for compiling and storing meeting minutes in a shared location (HAND website, Google Drive, etc.), in an effort to promote system wide information sharing and transparency. Meeting minutes will be archived for a	This suggestion aims to promote transparency within the CoC and ensure that Board members stay informed about the work being done by the committees.

		minimum standard of 3 years".	
13. Add a timeframe for when the meeting minutes from the committees' meetings should be uploaded. (proposed change from comments)	No current language	"Meeting minutes should be posted within ten business days of each meeting". (pg.11)	This suggestion was made to promote transparency within the CoC ensure that Board members stay informed about the work being done by the committees.
14. Add language addressing confidentiality to clarify when meeting minutes should be redacted. (proposed change from comments)	No current language	"Minutes that include sensitive information such as sensitive or confidential information (i.e., client contact details, legal matters, security information, client data, etc.) should be redacted". (pg.11)	This suggestion was made to ensure that sensitive information will not be released to the public.
15. Add responsibilities to the committee section that address reporting to the Board, developing guiding documents, and creating workplans. (proposed change from comments)	No current language	• Develop an annual workplan and process for monitoring/updating that workplan. • Report out to the board regularly on progress on the workplan. • Develop guiding documents (pg.11)	This suggestion was made to promote transparency within the CoC ensure that Board members stay informed about the work being done by the committees.
16. Align all committee structure with committees outlined in the Strategic System Improvement Planning process by adding the following committees:	No current language	Add these following committees from the Strategic Plan: • Racial and Social Equity Committee • CoC Funding and Performance • Reimagining Shelter • Unsheltered Committee	To align with the initiative of the strategic plan.
17. Remove committee categorization between Board vs CoC Committees, Strike current language: "Unless approved by the CoC Board, seats on board committees will be held only by current board members"	Unless approved by the CoC Board, seats on board committees will be held only by current board members	"Committee membership may include any person who individually, or as an employee of an agency, has a vested interest in the work of the committee with the exception of the Executive Committee" (pg.13)	It was proposed to remove the distinction for "Board Committees" and allow both Board members and General Membership members to join any of the committees in the CoC.

18. Add a description for the PWLEH Council and List the DAG and YAB under this section		PWLEH Leadership Council: In alignment with the CoC's vision, these bodies were established to foster power sharing and accountability within the system for Persons with Lived Experience of Homelessness (PWLEH). Members are comprised of PWLEH. The bodies within the PWLEH Leadership Council support the action planning of the system and help to ensure that decisions and policies are just and in alignment with the needs of the clients served by the system. There is mutual accountability between these groups and the	

		CoC Board to respond to feedback from one another and co-create solutions to issues facing the system. The PWLEH Leadership Council has the authority to make recommendations to the CoC Board for system improvement and provide oversight/participate in the decisions made by the system that directly impact persons experiencing homelessness (pg.14).	
19. Add the ambassador group under the PWLEH Leadership Council section		The Ambassador Program was created to serve the homeless population within the residents of Detroit shelters and CoC housing programs. This group works with program participants by empowering them through education and 1:1 support as capacity allows. This empowerment will also be done by assisting the Client Support Liaison in educating participants on their rights within the system and mediating if they feel their rights have been violated. Lastly, the Ambassadors also empower participants through trainings on topics that will elevate them and through connections to valuable resources.	This was an additional group created for PWLEH.

20. Language needs to be adopted regarding the recertification of the CoC, HMIS. A notice should be added if an entity plans to relinquish its role as the CoC, HMIS, or CAM Lead. Procedures need to be developed for situations where the 75% vote threshold is not met to reaffirm designations.		Each designated entity will have expectations and processes outlined in their respective Memorandums of Understanding (MOU) which will clearly identify the metrics by which designated entities will be reviewed and considered for recertification of their designation. Furthermore, clearly defined timelines will be expressed should an entity wish to	It was suggested to add language regarding the recertification of the designated Leads.

A process should be created for cases where any of the lead designations fail to meet performance evaluation requirements		relinquish its designation, and these timelines will also be agreed upon in the MOUs (pg.16-19).	
21. Divide the section "Code of Conduct/Conflict of Interest/Recusal Process. Adopt a Code of Conduct for all General Membership members.		No language was altered, but the content was rearranged for better flow (pg.18).	The content was rearranged for better flow.