Proposed Change	Public Comment	Response to Public Comment
<u>Proposed Change 1.</u> Add language regarding membership structure for Board Committees in the Responsibilities sections. (pg.11 current GC)	"Recruit members that reflect the culture of the community that is served".	Thank you for your comment. As it stands, the Executive Committee is the only Board Committee, in which members are comprised of Board members. The Detroit CoC General Membership is committed to electing members of the CoC Board that reflect the culture and values of the Detroit CoC.
<u>Proposed Change 2.</u> Add clarifying language regarding committee seats. (pg.6 current GC)	"All seats should be elected, no exceptions. All seats should only last for 1 year, no exceptions. When things change, needs change. The "conventional" ways are getting us nowhere".	Thank you for your comment. We try to keep term limits within a minimum of two years and no more than 3 to ensure that committees are comprised of members who are knowledgeable of systemic policies and workplans, while still giving room for new voices. In addition, yearly recruitment may become challenging, as every participant within the Detroit CoC may not choose to participate in committee work based on their own personal schedules.
<u>Proposed Change 3</u>. Add language regarding CoC Committees being required to upload meeting minutes as a	"All meeting minutes should be required to be public record, no exceptions. Builds and maintains trust".	Thank you for your comment. All CoC Committees will be responsible for compiling and storing

standard to a shared Google Drive (pg.11)		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 minimum standard of 3 years (pg.11 of draft GC).
Proposed Change 4. Add language for the CoC Committees regarding workplans and guiding documents (pg.11)	"Work plans should be revisited every quarter and adjustments should be made per diem".	Thank you for your comment. All CoC Committees are structured differently, which impacts how the workplans are developed. For example, Performance & Evaluation only meets quarterly thus their workplan will be different compared to other committees that meet biweekly. (pg.11 of draft GC).
Proposed Change 5. ·Divide the section "Code of Conduct/Conflict of Interest/Recusal Process. Remove the Code of Code from the Conflict-of-Interest Interest/Recusal Process section. (pg. 15-16)	"Do not understand instructions".	Thank you for your comment. It was recommended to rearrange the section "Code of Conduct/Conflict of Interest/Recusal Process" to flow better. Please refer to pg.19 of the draft charter.
Proposed Change 6. Update the language that says Board Chairs must be elected by the first meeting of the year (pg.9)	"Do not see where this is in the document".	Thank you for your comment. It is on pg. 10 of the current charter. "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 proposed language on the draft Charter: "The Detroit Continuum of Care Board will elect a chairperson, a vice chairperson and a secretary within the first quarter of the calendar year, with elections taking place no later than the March Board meeting". It was suggested to extend the time allowed for filling those seats (pg.10).
Proposed Change 7. Advance the language by saying in the absence of the chair, the co-chair can be assumed for x number of months (pg. 11).	"In absence of the chair, the co-chair may be assumed for up to 3 months before a new chair is to be selected".	Thank you for your comment.
Proposed Change 8. Add a Parliamentarian an seat to ensure the Board's adherence to our bylaws and policies pg.9	"This is completed".	Thank you for your comment.
Proposed Change 9. A process needs to be developed for the removal or termination of Board members in the event of any violations (pg.10)	"Mandatory removals need to be made to ensure that the Board is held to the highest standards".	Thank you for your comment. We agree that a clear process is needed for removals which is there is a detailed process for removal if a Board member is found in violation. Please refer to page 10 of the draft Charter for more information.

Proposed Change 10. Language needs to be adopted regarding the recertification of the CoC, HMIS, and CAM Lead. 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. A process should be created for cases where any of the lead designations fail to meet performance evaluation requirements (pg.16-17).	"This is completed".	Thank you for your comment
Proposed Change 11. Address Appointed Seats and restructure (pg.7-8).	"There should be NO appointed seats! This is inequitable!"	Thank you for your comment. Appointed seats on the Continuum of Care Board are important because they ensure representation from key sectors, promote collaboration across services, and help maintain a balanced approach to addressing homelessness
Proposed Change 12. 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 (p.7-8)	"One vote per person and/or entity".	Thank you for this affirmation of this change.
Proposed Change 13. Add the PWLEH Leadership Council from	"Members should reflect the culture of the community that is served".	We agree that the leaders in the system should be

the Strategic Plan and list the DAG and YAB under this section (pg.13-14).		representative of the community served - culturally, racially, and experientially. That is a key part of the mission and vision in which the PWLEH Leadership Council will strive to advance.
Proposed Change 14. add the ambassador group under the PWLEH Leadership Council section	“Members should reflect the culture of the community that is served”.	Thank you for your comment! We agree that the leaders in the system should be representative of the community served - culturally, racially, and experientially. That is a key part of the mission and vision in which the Ambassador’s Group will strive to advance.
Proposed Change 2. Add clarifying language regarding committee seats.	“Suggested language edit to: "Please be aware that a member’s preferred Committee may not have available seats, but the CoC encourages active participation in any available alternatives."	Thank you for your comment, we will correct the error.
Proposed Change 4. Add language for the CoC Committees regarding workplans and guiding documents (pg.11)	Grammatical edit: "CoC Committees will develop both work plans and guiding documents which will be publicly available. Language around what should be found in a guiding document is also included." (lower case "guiding document" to match first iteration)	Thank you for your comment, this typo has been corrected.
Proposed Change 5. Divide the section “Code of Conduct/Conflict of Interest/Recusal Process. Adopt a Code of Conduct and emerge into the charter (pg. 15-16)	Maybe add a sentence referencing the violation process/procedure on page 10.	Thank you for your comment. The violation process of the Code of Conduct/Conflict of Interest/Recusal Process is described on page 10 of the draft Charter.

Proposed Change 9. A process needs to be developed for the removal or termination of Board members in the event of any violations (pg.10)	Recommendation to define who will make the motion as to not put the onus on the aggrieved party/member: "Third infraction - Motion for vote to remove the member. Votes surpassing 50% of the Detroit CoC Board will result in removal."	Thank you for your comment! This language will be added "In alignment of Robert's Rules of Order, any motion can be made by CoC Board member".
Use this space to provide additional comments. Please include the page number to reference the section you are providing feedback for. Thank you.	"Nicely done. Thanks for all the hard work!"	Thank you for your comment!
Proposed Change 1. Add language regarding membership structure for Board Committees in the Responsibilities sections. (pg.11)	"The board of community, outlines strategy, goals (sic), improvement and purpose".	Thank you for your comment.
Proposed Change 2. Add clarifying language regarding committee seats. (pg.6)	"The board memory encouraged to join available seats to stay active. The board members requires to serve one CoC [sic] committees. All members must participate".	You are correct! Each Board member is required to serve on at least one committee pending seat vacancy.
Proposed Change 3. Add language regarding CoC Committees being required to upload meeting minutes as a standard to a shared Google Drive (pg.11)	"The meetings can be upload on Google Drive to promote system sharing and transparency. The meeting are posted on Google Drive for three years, which allows the committee and Members to go back and check the last activities".	Yes, it was suggested to start sharing notes from all the Committees to promote transparency.
Proposed Change 4. Add language for the CoC Committees regarding workplans and guiding documents (pg.11)	"The guidelines and plans [sic] will be available publicly. It will express guideline The CoC [sic] Committee".	Thank you for your affirmation
Proposed Change 5. ·Divide the section "Code of Conduct/Conflict of Interest/Recusal	"If a person have a conflict of interest, they should sustain from decisions and voting on any issues which may have a conflict".	Yes, there is a recusal process for any member that has a conflict which will prevent them

Process. Adopt a Code of Conduct and emerge into the charter (pg. 15-16)		from voting on any decisions.
<u>Proposed Change 6.</u> Update the language that says Board Chairs must be elected by the first meeting of the year (pg.9)	"A chairperson will be elected, a vice chairperson, and the secretary will be elected on the first quarter of the year".	Thank you for your comment!
<u>Proposed Change 7.</u> Advance the language by saying in the absence of the chair, the co-chair can be assumed for x number of months (pg. 11).	"Five executive absent Will allow removal a chair or a co [sic] chair".	Thank you for your comment. It is being considered.
Proposed Change 8. Add a Parliamentarian an seat to ensure the Board's adherence to our bylaws and policies pg.9	"Parliamentarians enhance voting procedures according with the Governance [sic] Charter, they provide support to the meeting of the board chairs when opening and closing a meeting. They also called the motion [sic] and to carry out the votes".	Thank you for your comment!
<u>Proposed Change 9.</u> A process needs to be developed for the removal or termination of Board members in the event of any violations (pg.10)	"Everyone is to abide by the code of conduct. Ligt of interest in the board members agreement. Any violation will cause the removal of the board member".	Thank you for your feedback. While we appreciate your passion of ensuring integrity in our CoC Board by proposing the removal for any infraction, we have allowed for a tiered process to allow grace and growth. There is a process for immediate removal for instances of egregious violations with a 75% vote of the Board.
<u>Proposed Change 10.</u> Language needs to be adopted regarding the recertification of the	"The timeline have to be agreed upon the MOUs".	Thank you for your comment! Moving forward, MOUS will include timelines for

CoC, HMIS, and CAM Lead. 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. A process should be created for cases where any of the lead designations fail to meet performance evaluation requirements (pg.16-17).		evaluation, relinquishment of services, and other major events.
Proposed Change 11. Address Appointed Seats and restructure (pg.7-8).	"All appointed [sic] seats has to be responsive to the needs [sic] of the COC and be flexible. There are 10 appointed seats. The city of Detroit housing. Detroit city counselor, the city of Hamtramck and the city of Highland Park. There are five open seats for workforce development, hospitals, business, and communities and criminal justice. The executive directors of the COC lead agency, HMIS lead And coordination entry".	We agree, thank you for your comment!
Proposed Change 12. 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 (p.7-8)	"A board member may be removed who is absent a he told five times and unexcused absence, regardless it was scheduled by the board meeting for the last 12 months".	Thank you for your comment.
Proposed Change 13. Add the PWLEH Leadership Council from the Strategic Plan and list the DAG and YAB under this section (pg.13-14).	"PWLEH is person with live experience of homeless, the body The leadership Council [sic] includes Detroit advisor group, and the youth action board. Detroit advisor group is partners	Yes, this is accurate for the vision of leadership council. One thing to note is that this will also include the Ambassador Group.

	with the drives decision of the COC".	
Proposed Change 14. Add the ambassador group under the PWLEH Leadership Council section (pg.13-14).	"Ambassador group in powers clients Through education and support they also assist client support providing education to clients about their rights within the system. They helped them with training on topics that elevate and connect them to".	Yes, you are correct that is the role of the Ambassador's Group.
Use this space to provide additional comments. Please include the page number to reference the section you are providing feedback for. Thank you.	"Board officer chair, vice chair, secretary, to additional large seats and Parliamentarians in one person which lived the experience of homelessness" Page 9.	Thank you for your comment! Officer seats are elected and open to all Board members including the Community Advocate seat which is for PWLEH"
Proposed Change 1. Add language regarding membership structure for Board Committees in the Responsibilities sections	Proposed Edit: "This section should explicitly state that CoC Committees must have a diverse membership structure, ensuring representation from service providers and people with lived experience. Additionally, guidelines should specify the minimum and maximum number of committee members and roles. Rationale: A clearly defined membership structure helps maintain balance and ensures that each committee can function effectively".	Thank you for your comment! It is being considered.
Proposed Change 2. Add clarifying language regarding committee seats. (pg.6)	"Incorporate language to clarify that committee seats must be allocated to ensure diverse representation across sectors, including housing, health services, and people with lived experience. Additionally, specify that no entity can occupy more than one seat per committee	Thank you for your comment. We understand the preference for one organization per committee seat. However, many organizations in the Detroit CoC contribute

	unless explicitly approved by the CoC Board." Rationale: This ensures equity and prevents one group from dominating committee discussions and decisions.	expertise across multiple areas. Allowing them to participate fully lets us benefit from their knowledge without requiring extra volunteer hours. Limiting this might mean losing valuable expertise on the committee."
Proposed Change 3. Add language regarding CoC Committees being required to upload meeting minutes as a standard to a shared Google Drive (pg.11)	"All CoC Committees must upload their meeting minutes and relevant documents to a shared Google Drive accessible by committee members and stakeholders. Minutes should be posted within seven business days of each meeting." Rationale: This addition ensures transparency and promotes accountability by making committee discussions and decisions readily available to all members.	Thank you for your comment. It was suggested to allow minutes to be publicly shared withing 10 business days.
Proposed Change 4. Add language for the CoC Committees regarding workplans and guiding documents (pg.11)	Proposed Edit: "All CoC Committees are required to develop and maintain annual work plans that align with the CoC's strategic goals. These work plans must be submitted to the CoC Board for approval at the beginning of each calendar year. Additionally, each committee must create guiding documents that define its mission, objectives, and processes." Rationale: This ensures that committees have clear objectives and can be held accountable for their	Thank you for your comment! CoC Committees will submit their workplans to the Board for review, ensuring alignment with strategic plan goals.

	progress toward achieving CoC goals.	
Proposed Change 5. ·Divide the section "Code of Conduct/Conflict of Interest/Recusal Process. Adopt a Code of Conduct for General Membership (pg. 15-16)	"Divide the current section into two distinct parts: 'Code of Conduct' and 'Conflict of Interest and Recusal Process.' The Code of Conduct should outline expected behaviors for CoC members, including respect, transparency, and accountability. The Conflict-of-Interest section should provide clear examples of potential conflicts and require members to complete annual disclosure statements." Rationale: Separating these sections will make the governance structure clearer, and a formal Code of Conduct will reinforce ethical behavior.	Thank you for your comment. We agree that separating these sections will make the Governance Charter clearer. A Code of Conduct will be developed if the vote passes to adopt one for the General Membership.
Proposed Change 6. Update the language that says Board Chairs must be elected by the first meeting of the year (pg.9)	"The Chairperson, Vice Chairperson, and Secretary must be elected at the first CoC Board meeting of the year, and their terms will begin immediately upon election." Rationale: This language makes the timing of elections clearer and ensures smooth leadership transitions.	Thank you for your comment. It was suggested to extend the time allowed for filling those seats and to allow for the newly elected Board members to run for any of the Board officer seats once vacant.
Proposed Change 7. Advance the language by saying in the absence of the chair, the co-chair can be assumed for x number of months (pg. 11)	Proposed Edit: "In the absence of the Chair, the Vice Chair will assume the duties of the Chair for up to six months, after which the CoC Board must hold an election to fill the position formally." Rationale:	Thank you for your comment. We have adjusted wording to adopt your concept.

	Providing a clear timeline for leadership transitions prevents prolonged periods of uncertainty.	
Proposed Change 8. Add a Parliamentarian seat to ensure the Board's adherence to our bylaws and policies (pg.9)	Proposed Edit: "Add a Parliamentarian role to the CoC Board. The Parliamentarian will ensure adherence to the bylaws and governance policies, facilitate proper meeting procedures, and assist the Chair with motions and votes." Rationale: Having a Parliamentarian helps ensure that meetings are conducted in an orderly and consistent manner that is in line with governance rules.	Thank you for your comment. Your comment is being considered.
Proposed Change 9. A process needs to be developed for the removal or termination of Board members in the event of any violations (pg.10)	Proposed Edit: "A formal process for removing or terminating Board members should be added. The process should include written warnings, a formal review by the Board, and a vote requiring a 75% majority for removal in cases of serious violations." Rationale: This addition reinforces accountability and ensures a fair process for addressing violations.	Thank you for your comment. The drafted language does detail out the process for violating the Code of Conduct. The language will stay as drafted.
Proposed Change 10. Language needs to be adopted regarding the recertification of the CoC, HMIS, and CAM Lead. 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. A process should be	Proposed Edit: "Include language requiring the recertification of the CoC, HMIS, and CAM Lead every three years. The notice must be provided six months in advance if an entity intends to relinquish its role. If the 75% vote threshold is not met to reaffirm a designation, the CoC Board must review alternative candidates or reevaluate performance metrics." Rationale:	Thank you for your comments. The timelines will be outlined in the MOUs.

created for cases where any of the lead designations fail to meet performance evaluation requirements (pg.16-17).	Having a transparent recertification process ensures that these critical roles are continuously held to high-performance standards.	
<u>Proposed Change 11.</u> Address Appointed Seats and restructure (pg.7-8).	"Restructure appointed seats to ensure balanced public and private sector representation. Appointed seats should be reviewed every three years, and appointment criteria must be transparent and publicly available." Rationale: This will prevent an imbalance of power and ensure the Board remains diverse and representative of the community.	Thank you for your comment. We will consider your comment to ensure that everyone have knowledge of the voting process for the appointed seats as their term ends.
<u>Proposed Change 12.</u> 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 (p.7-8)	Proposed Edit: "Eliminate the condition allowing an entity to exercise more than one vote. Regardless of sector representation, each entity should have only one vote." Rationale: This ensures fair and equitable decision-making and prevents any organization from having undue influence over Board decisions.	Thank you for your comment. This is one of the languages that has been proposed.
<u>Proposed Change 13.</u> Add the PWLEH Leadership Council from the Strategic Plan and list the DAG and YAB under this section (pg.13-14).	Proposed Edit: "Add the PWLEH Leadership Council from the Strategic Plan and include the Detroit Advisors Group (DAG) and Youth Action Board (YAB) under this section." Rationale: Including these groups formally in the charter ensures that people with lived experience are integrated into decision-making processes.	Thank you for your comment. The Leadership Council has already been proposed to be added to ensure that people with lived experience are integrated into decision-making processes as you mentioned.
<u>Proposed Change 14.</u> Add the ambassador	Proposed Edit:	Thank you for your comment! We agree,

group under the PWLEH Leadership Council section (pg.13-14).	“Include the Ambassador Group under the PWLEH Leadership Council section to formalize their role in empowering clients and providing education about their rights.” Rationale: This inclusion recognizes the Ambassador Group's valuable role in client advocacy and education.	this has already been proposed to be added.
Use this space to provide additional comments. Please include the page number to reference the section you are providing feedback for.	(Page 3) Consider revising the "Continuum of Care Overview" to clarify that it is a "collaborative network" working to end homelessness, emphasizing inclusivity. • (Page 17) Consider adding a visual flowchart or diagram to illustrate decision-making processes and the relationships between the Board, Committees, and other entities. This will improve clarity for readers unfamiliar with CoC operations.	Thank you for your comment. Your comment is being considered.
Proposed Change 1. Add language regarding membership structure for Board Committees in the Responsibilities sections. (pg.12)	Each committee has a chair and co-chair. One of these positions must be filled by a CoC board member appointed, and the other positions must be filled by a member of the CoC General Body. Both chair and co-chair are elected by the committee. Committee chairs serve three (3) year terms, with the option of renewable terms." p11 “I'm unclear whether the "CoC board member appointed" refers to a CoC board member that fills an appointed seat on the CoC board or if the CoC will appoint board members to chair	Thank you for your comment! Your comment is being considered.

	committees. If a chair is appointed by the board, then the committee is not electing their chair. Defining a term as three years also doesn't align with the sentiment that committees can define membership and membership terms".	
Proposed Change 2. Add clarifying language regarding committee seats. (pg.6)	"Process of matching or assigning board members to committees needs to be clarified".	Thank you for your comment!
Proposed Change 4. Add language for the CoC Committees regarding workplans and guiding documents (pg.11)	I like this - need to be very clear on expectations and due dates.	Thank you for your comment, it will be considered.
Use this space to provide additional comments. Please include the page number to reference the section you are providing feedback for.	Section III: Establishing the Detroit Continuum of Care Committees The last few sentences of the first paragraph in this section read: "One of these positions must be filled by a CoC board member appointed, and the other positions must be filled by a member of the CoC General Body. Both chair and co-chair are elected by the committee. Committee chairs serve three (3) year terms, with the option of renewable terms". It is recommended all the lines be struck, and the paragraph end with the line "Each committee has a chair and co-chair." Likewise, in the section titled "Committee Membership" the last line in that section reads "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	Thank you for your comment! Your suggestion is being considered.

	General body elected by the committee". It is recommended that line be struck. Rationale for recommendation: Committees should have the autonomy to select the individuals to serve as chair/co-chair based on the need of the committee and based on the skill or ability of the individual to fill that role. Additionally, if each committee is to have a board member on it, and if that individual is the only board member on a given committee, that would automatically mean that person must be the committee chair or co-chair, even if they are not well-suited for, or interested in being, a chair/co-chair.	
Use this space to provide additional comments. Please include the page number to reference the section you are providing feedback for.	There is no section or page with specific wording in the Governance Charter that relates to late / incomplete submissions for Program Funding Renewal. We request wording proclaiming the existence of late penalties as well as an enumeration of how these penalties will be assessed, calculated, and assigned in their variety and severity. Currently, there is ambiguity regarding this portion of the scoring assessment. We are recommending clear and transparent explanation and enumeration of the cases that merit a late assessment and how the severity is calculated.	Thank you for your comment. This information is given in the instructions on the annual CoC Competition applications and are publicly posted.
Proposed Change 3. Add language regarding CoC Committees being required to upload	I recommend adding some language here that allows for redaction within minutes when content discussed is confidential.	Thank you for your comment. Your suggestion is being considered.

meeting minutes as a standard to a shared Google Drive (pg.11)	As the new language currently stands, it looks like all minutes would need to be posted unreacted. I do not think the need for redaction occurs often, but this would allow for discretion when committees may be discussing particularly sensitive information.	
Proposed Change 10. Language needs to be adopted regarding the recertification of the CoC, HMIS, and CAM Lead. 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. A process should be created for cases where any of the lead designations fail to meet performance evaluation requirements (pg.16-17).	"I recommend adding language into this section outlining who the responsible entity is for developing the MOUs that are signed by the designated entities. I also think it is important to name the responsible entity for conducting the evaluation. I recognize that this requires naming/establishing the responsible entity but I recommend this addition to prevent this process/work being stalled due to lack of clarity on who is the responsible party".	Thank you for your comment. The details will be outlined in the MOUs.
Proposed Change 13. Add the PWLEH Leadership Council from the Strategic Plan and list the DAG and YAB under this section (pg.13-14).	I am submitting these comments on behalf of feedback from the DAG, YAB, and Ambassadors – 1. Please add (DAG) and a colon after the sub-heading "Detroit Advisors Group". 2. Please add (YAB) and a colon after the sub-heading "Youth Action Board". 3. Please add the following additional language after the sentence ending in "co-create solutions to issues facing the system" and before the sentence beginning in "The PWLEH	Thank you for your comments. Your edit is being added.

	Leadership Council has": "This accountability must include a genuine valuing of the voices of PWLEH in which all persons feel safe to participate in discourse without fear of retaliation or dismissal of perspective."	
Proposed Change 14. Add the ambassador group under the PWLEH Leadership Council section (pg.13-14).	I am submitting these comments on behalf of feedback from DAG, YAB, and Ambassadors - 1. Ambassador Group in the bolded sub-heading is a typo and should be corrected to Ambassador Program. There should also be an enter after the title and the descriptive text to be uniform with the formatting of the other two PWLEH groups above. 2. Please modify the Ambassador Program's description to read as the following: "The Ambassador Program was created to serve the homeless population within the Detroit CoC's shelters and housing programs. This group works with program participants by empowering them through education and 1:1 support. 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." Please delete the previously drafted language and replace it with the language in quotations.	Thank you for your comments. Your edit is being added.