



PARTNERS IN CARE

Oahu Continuum of Care

Partners in Care is a coalition of Oahu's homeless service providers, government representatives and community stakeholders working together in partnership to end homelessness.

Board of Directors Nominations

Term: January 1, 2019 – December 31, 2020

Please note that the following positions are up for re-election this 2018 year. Below you will find a brief blurb of the general responsibilities for each position as you consider nominating someone to take on these roles. These roles and responsibilities were taken off of PIC's most recent Governance Charter (revised June 20, 2017).

Executive Chair (*Currently Serving: Jon Berliner*)

- Schedules and facilitates meetings of the Board of Directors
- Serves as a community representative and media contact
- Following approval by Board of Directors, signs contracts, MOUs, and other documents on behalf of PIC
- Serves as a liaison with regard to general funding issues or regulatory matters
- Serves as PIC's primary liaison to the Director. Works in collaboration with the Director to implement the Strategic Plan and assure compliance with the Governance Charter
- Oversees the above responsibilities when delegated to the PIC Collaborative Applicant or other individual or entity

Advocacy Chair (*Currently Serving: Gavin Thornton*)

- Schedules and leads committee meetings & assigns tasks to committee members
- Chairs the Advocacy committee meeting that is responsible for:
 - Recommending broad strategy, positions of support or opposition, and priorities for legislative advocacy
 - Acting on behalf of PIC membership to support/oppose bills or issues within the overall strategy, positions, and priorities approved by PIC membership
 - Acting on behalf of PIC when time is of the essence
 - Providing general comment and informational testimony only in handling of controversial issues that have not been considered by general membership
 - Guiding ongoing advocacy and public relations strategy in areas such as, but not limited to:
 - Public housing
 - Landlord recruitment
 - Youth services
 - Affordable housing development and other rental subsidies
 - Social policy

Awareness Chair (*Currently Serving: Maile Montallana*)

- Schedules and leads committee meetings, assigns tasks to committee members, monitors member attendance, and follows up with committee members who have been absent from committee meetings
- Chairs the Awareness Committee that is responsible for:
 - Increasing community awareness of PIC, engaging the involvement of more partners, coordinates the annual Statewide Homeless Awareness Week events and other awareness and educational activities within the community and political arenas



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- Soliciting names of potential new committee members from existing members and develops specific strategies to engage those stakeholders that are typically underrepresented in PIC in collaboration with the Organizational Development Committee

Data Chair (Currently Serving: Carla Houser)

- Schedules and leads committee meetings & assigns tasks to committee members
- Chairs the Data Committee that is responsible for:
 - Providing counsel and assistance to the HMSI lead, governing bodies, and contributing providers within PIC on all matters regarding HMIS
 - Coordinating the annual Point-in-Time count for O'ahu
 - Disseminating information to PIC about committee activities, minutes, membership, and approved policies and procedures

Planning Chair (Currently Serving: Tom McDonald)

- Schedules and leads committee meetings, assigns tasks to committee members, represents PIC to state and city homeless planning divisions and policy academies in relation to homelessness issues, and documents agency participation in PIC activities
- Chairs the Planning Committee and all of its subcommittees who are responsible for:
 - Coordinating with the Collaborative Applicant and the PIC Director on the annual CoC Program funding application and regularly updates Hawai'i's Plan to End Homelessness.
 - Recommending funding priorities and strategies, other cross-agency funding opportunities, criteria by which new and existing HUD CoC funded projects are evaluated and scored, and other related items to the Board of Directors who then presents them to general membership for discussion and approval
 - Evaluating outcomes of projects funded under the ESG and CoC programs and provides the findings to the Board of Directors for HUD reporting process
 - Representing PIC at task force meetings to assist in developing policies regarding long-range planning, funding, and evaluation of initiatives to prevent and reduce homelessness
 - Training Ad-Hoc Evaluation Committee members with regard to PIC's process and criteria for making funding decisions
 - Recommending to the Board of Directors the criteria by which participants in various sub populations are to be referred in to the Coordinated Entry System (CES).

Secretary (Currently Serving: Anna Stone)

- Records and maintains PIC general membership files including PIC membership packets and agreements, general PIC board meeting attendance lists, and general PIC membership and board meeting minutes
- Disseminates information, coordinates Board of Directors and general membership meeting agendas, dates and locations, posts announcements, and maintains and updates the PIC roster and list serve
- Provides current information as to which members are voting members and reads voting member list to gather attendance at general PIC meetings
- Oversees the above responsibilities when delegated to the PIC Collaborative Applicant or other individual or entity



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