



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.

PIC Executive Committee Meeting
 Thursday, May 4, 2017
 10:00 AM – 11:30 AM
 Aloha United Way 5th Floor
 Honolulu, HI 96822

Minutes

Present: Jen Stasch, Marc Gannon, Heather Lusk, Erin Rutherford, Greg Payton, Tom McDonald, Janet Kelly, Gladys Peraro, Natalie Okeson, Tamah-Lani Noh, Maile Montallana, Marty Coleman

On the phone: Darlene Pires

Agenda Topic	Discussion	Outcome/Action
Call to Order & and Roll Call	Chair Gannon called the meeting to order at 8:35 and quorum was established.	
Approval of Minutes	Minutes from April 6, 2017. were distributed and reviewed. It was noted that there was a typo in the Advocacy section. <i>Motion: to approve the minutes. Motion seconded.</i>	Motion approved.
Governance Restructure	<p>Chair Gannon recapped where we are at with the Governance Restructure. What we have determined thus far:</p> <ul style="list-style-type: none"> • EC/Board members will have two year terms with a maximum two terms and those currently in EC positions will be grandfathered in. • June election for 1.5 year term (end Dec. 2018) for these positions: Chair, Secretary, Awareness Chair, Planning Chair, Advocacy Chair and Data Committee Chair recommendation to statewide data committee. • December election for 2 year term (end Dec. 2019) for these positions: Vice Chair, Treasurer, Org. Development Chair, At-large and Homeless/formerly Homeless (and any new EC positions we vote to approve by then, such as Communications Chair) <p>Chair Gannon re-visited the decision to only have one voting EC member from each PIC member agency. The two positions that we need to clarify is the currently/formerly homeless and the at-large position to have some flexibility. The concern is that by limiting only one voting member to EC, we will lose out on representation from communities we need.</p>	<i>Motion approved.</i>

	<i>Motion: The EC at-large and formerly homeless positions are exempt from the “only one EC voting member from each PIC agency” per EC approval on a case by case basis. Motion seconded.</i>	
Governance Charter	Chair Gannon noted that we need to ensure that the Governance changes we are making need to be reflected in Governance Charter. The Chair would like to develop a timeline and action plan for getting the Governance Charter ready for vote at the June 20 th General PIC meeting. Edits will be due by May 10 th and send out edits to General Membership by May 12 th with discussion at the May General Membership meeting.	Please give Marc the edits by May 10th.
Conflict of Interest	There was a lot of discussion at the last EC meeting about the potential for conflict of interest, specifically for when PIC makes decisions that are linked to policy or funding that may specifically be impacted by voting. The biggest challenge is with NOFA decision-making and making sure that there is transparency and clear communication of potential conflicts. Heather and Janet will work on an updated conflict of interest statement to be included in the Governance Charter update and to be voted upon at the next EC meeting.	
Conference Update	Maile disseminated an updated PIC conference budget matrix as the Awareness Committee is trying to decrease costs by going with a lower cost lunch.	Maile will send a save the date out to PIC
Advocacy Update	Advocacy Chair Payton disseminated a PIC Advocacy Committee report now that the legislative session is ending. While there is still one last day, several measures are already on their way to the Gov’s office. The Committee will be pivoting to doing more education for advocacy for the Summer and will be focusing on outreach. Advocacy will also be doing a survey of the general membership to identify priorities for FY 2018 PIC advocacy priorities.	
ESG and CES Update	Planning Chair Tom gave an update on CES, which is now a subcommittee of both Planning and Data (co-chaired by Tom and Erin). PIC Planning has also started an AdHoc committee to develop ESG recommendations for the C&C. Comments are due by May 12 th , but PIC has asked for an extension until the end of June so that PIC General can vote at the June PIC General Meeting. For an electronic vote, we must have 100% participation on voting in person is preferable. Recommendations from the AdHoc group will be presented at the June EC meeting if the City extends the feedback deadline.	
2015 Planning Funds	Marc provided an overview of the status of the PIC Planning funds. FY 13 is closed, and FY 14 will be closed at the end of this month after expending the rest of the funds, and any other expenses will be rolled over to FY 15. HUD is doing an audit of the funds at the end of June. A UW will take on FY 16 coordination of Planning funds	
Additional agenda items	Gladys noted that there is a problem of the PIC signature cards and Gladys will get the correct people on the account and	

	approved to sign PIC checks (Chair, Vice Chair, and Secretary).	
Next Meeting	June 1 from 8:30 AM – 10 AM at AUW on the 5 th Floor.	
Minutes Prepared by:	Heather Lusk	