
TUCSON PIMA COLLABORATION TO END HOMELESSNESS

Executive Committee

October 25, 2011 Minutes

Chair: Steve Nelson

Next meeting: November 29, 2011, 3:00-4:30 p.m. Sullivan Jackson Employment Center, 400 E. 26 th St.

Items for November 2011 General Council Agenda

- Chairperson's presentation, including re-formation of the Nominating Workgroup; formation of the annual Operating Policies Workgroup; and Exhibit 1 submission - 15 minutes.
- Motion to rename "Executive Directors Workgroup" to "HEARTH Act Workgroup" - 5 minutes.
- Presentation on Project Action for Veterans - 10 minutes.
- Quarterly financial report - 10 minutes.
- Caridad Community Kitchen presentation - 10 minutes

TOPICS DISCUSSED

1. **Minutes.** Susanna Rodriguez moved and Kevin Jackson seconded that the minutes of the previous meeting be approved as presented. **Motion passed.**
2. **Presentations for November 10th General Council.**
 - **Updates and Workgroups.** Steven Nelson noted that the HUD Exhibit 1 has been submitted and that it is time for the annual Operating Policies review. The 2011 Nominating Workgroup has not been reconvened because one of its members, Susanna, has since been elected to the Executive Committee and is no longer eligible to serve on the workgroup per TPCCH Operating Policies. It is unclear how the workgroup replacement is to be chosen. Kevin suggested falling back on the written policies and asking the General Council for volunteers.
 - **Next step.** The TPCCH chair will include the request for volunteers for the Operating Policies Workgroup in the chairperson's report.
 - **Executive Directors Workgroup.** Barbara Montrose has requested five minutes to ask that the General Council rename the group the HEARTH Act Workgroup to better reflect the work that the group is currently doing.
 - **Next step.** This motion will be given five minutes on the November General Council agenda.
 - **Operating Policies Workgroup.** Participants reached consensus to request formation of an annual review workgroup.
 - **Next step.** The TPCCH chair will include the request for volunteers for the Operating Policies Workgroup in the chairperson's report.
 - **Project Action for Veterans.** The Primavera Foundation has requested 10 minutes on the November agenda for their program manager, Tammie Brown, to present their new collaborative veterans families program to keep people in permanent housing. Consensus was to schedule the presentation.
 - **Next step.** Project Action for Veterans will be given 10 minutes on the November General Council agenda
 - **Caridad Community Kitchen.** Debbie Purdom has requested 10 minutes to present on the re-opening of the former Caridad-de Porres culinary school. Consensus was to do this.
 - **Next step.** The Caridad Community Kitchen presentation will be given 10 minutes on the November General Council.

Presentations cont'd.

- **Quarterly financial report.** Fiscal-agent contact Melissa Fellure will present the quarterly financial report, including \$6,578.68 to the General Treasury from the 2011 Annual Conference. Steve noted that he plans to ask Melissa to separate the grant-funded monies separated from the General Treasury.
 - **Next steps. a.)** Steve will work with Melissa to refine the quarterly financial report.
 - b.)** The quarterly financial report will be allotted 10 minutes on the November General Council agenda.
- **Finances.** Steve noted that it is important for the continuum – at some point – to discuss budgeting for the general treasury because it is unrealistic to expect a specific amount of donations. It is unclear whether donations for Tucson Homeless Connect that are included in the treasury have been received or are yet to be raised. Consensus was to continue the discussion at the next Executive Committee meeting before presenting it to the General Council.
 - **Next step.** The committee will request detailed budgets from the Tucson Homeless Connect and Conference Committees, and suggest that the operating policies require annual budget submissions.

3. Next Meeting. Tuesday, November 29th, 3:00-4:30 p.m., Sullivan Jackson Employment Center, 400 E. 26th Street.

Attendance

Name		Organization	Email
Sylvia	Cuestas	Living Faith Christian Center	sylvia.cuestas@pima.gov
Kevin	Jackson	Wingspan	kjackson@wingspan.org
Steven	Nelson	Sullivan Jackson Employment Center	steve.nelson@pima.gov
Susanna	Rodriguez	City of Tucson	susanna.rodriguez@tucsonaz.gov