



## Agenda: Special Meeting of the Interagency Council on Homelessness (ICH)

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**Meeting date, time, and place**      **THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR’S EXECUTIVE ORDER N-29-20 DATED MARCH 17, 2020, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.**

Date: **August 12, 2020**  
 Time: **9:00 am – 11:00 am**  
 Place: **WebEx Meeting – Council Members will be forwarded instructions**

- Members of the public may call:**
- **Access #: (877) 820-7831**
  - **Participant Passcode: 470718#**

**Note: Please remember to MUTE your phones. DO NOT place this call on hold should you get another call. Hang up and then rejoin the meeting.**

Time

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<b>Call to Order</b>	Chair or Designee will call the meeting to order	9:00 – 9:05 am
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<b>Introductions</b>	Chair or Designee will lead the Introductions of the ICH Members by roll call.	9:05 – 9:10 am
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**Agenda Items:** The following items are presented for informational, consent, and discussion purposes.

<b>Public Comment</b>	Open to the public for comments via email only at <a href="mailto:homelessrfrp@hss.sbcounty.gov">homelessrfrp@hss.sbcounty.gov</a> In the subject line provide your full name and public comment next to it or item #. Your comments will be read up to 3 minutes for the record by the meeting secretary.	
<b>Consent</b>		
1	Approve minutes of the July 22, 2020, Special ICH Meeting Pg 3-7	9:30 – 9:35 am
<b>Report</b>		
2	By-Laws & Membership Committee Report – Dr. Veronica Kelley, Director, DBH Pg 8	9:35 – 9:45 am
<b>Discussion</b>		



**Office of Homeless Services**  
 215 N. D Street • San Bernardino, CA 92415  
 Phone: (909)501-0610 • Fax: (909)501-0622  
 Email: [homelessrfp@hss.sbcounty.gov](mailto:homelessrfp@hss.sbcounty.gov) • Website: <http://www.sbcounty.gov/dbh/sbchp/>

<b>3</b>	Proposed Amendments to the ICH Bylaws, Governance Manual, and Standing & Ad Hoc Committee Policy – Supervisor Josie Gonzales, ICH Chair	9:45 – 10:35 am <small>Pg 9-16</small>
<b>Closing</b>		

**Council Roundtable**      Open to comments by the Council

**Next ICH Meeting**      The next regularly scheduled Interagency Council on Homelessness meeting is scheduled for:

**August 26, 2020**  
**9:00 am – 11:00 am**  
**Via Webex**

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Mission Statement  
 The mission of the San Bernardino County Homeless Partnership is to provide a system of care that is inclusive, well planned, coordinated and evaluated and is accessible to all who are homeless and those at-risk of becoming homeless.



## Minutes for San Bernardino County Homeless Partnership Special Interagency Council on Homelessness (ICH) Meeting

July 22, 2020  
9:00 a.m. – 11:00 a.m.  
Via WebEx – Teleconference

**Minutes Recorded and Transcribed by Amy Edwards, Secretary II, Office of Homeless Services**

TOPIC	PRESENTER	ACTION/OUTCOME
	Supervisor Josie Gonzales, Chair	<ul style="list-style-type: none"> <li>The meeting was called to order at 9:03 a.m.</li> </ul>
Introductions	Tom Hernandez	<ul style="list-style-type: none"> <li>Tom Hernandez took ICH Member roll call. Members of the public were not introduced but we had over 30 members of the public join us via telephone.</li> </ul>
ICH Members Present		<ul style="list-style-type: none"> <li>The following ICH members were present for the meeting:</li> <li>Josie Gonzales, Kent Paxton, Robert Lovingood, Laurie Marsden, Erika Lewis-Huntley, Maria Gallegos, Bessine Richard, Debra Breidenbach-Sterling, Keith Metzler, Lana Tomlin, Brenda Dowdy, Dena Fuentes, CaSonya Thomas, Michael Knight, Maria Razo, Sharon Green, Don Smith, Jessica Alexander, Wendell Wilson, Wayne Hamilton, Levi Deatherage, Richard Arnold</li> <li>Maria Gallegos (for Bessine Richard) joined at 9:06 a.m. and left at 10:15 a.m. but Bessine Richard joined at that time.</li> <li>Levi Deatherage did not respond during roll call, however he joined around 9:12 a.m.</li> </ul>
PUBLIC COMMENTS		
		<ul style="list-style-type: none"> <li>Alice Varela – Public Comment</li> <li>Debbrah Kito-Bridges – Public Comment</li> </ul>
CONSENT	PRESENTER	ACTION/OUTCOME
Approve minutes of the June 24, 2020, ICH meeting	Supervisor Josie Gonzales, Chair	<ul style="list-style-type: none"> <li>Keith Metzler made a motion to accept the consent calendar as written. Maria Razo made the second. All members were in favor, except a No from Sharon Green and Jessica Alexander abstained. The motion was approved.</li> </ul>
UPDATES	PRESENTER	
COVID-19 Taskforce Update	CaSonya Thomas, Assistant Executive Officer	<ul style="list-style-type: none"> <li>Project RoomKey was extended another month until July 30, 2020. Also extended was the Great Plates program through August 10, 2020.</li> <li>As of July 15, 2020, 745 people have been housed between hotel and trailers.</li> <li>The report included with the agenda packet shows the budget break down to date. All expenses are included.</li> <li>In March, ICH approved the COVID-19 HHAP dollars, so between the County contribution and the ICH allocated funds we have total of around \$975,000.               <ul style="list-style-type: none"> <li>○ CoC COVID-19 HHAP: \$508,057.00</li> <li>○ County COVID-19 HHAP: \$467,426.00</li> </ul> </li> <li>In addition to these funds, we have support from various non-profits, faith-based organizations, and cities, that are</li> </ul>

the bulk of the providers, providing isolation assistance during this time.

- San Bernardino continues to be on the monitoring list. The reason being we have not been able to fall below an 8% COVID-19 positivity rate for three consecutive days. We have to meet that matrix to get off the list.
- Another factor in which we are evaluated is the average rate of stay in the hospital, which needs to be at 10 days or less. This is one that goes day to day where we either fall right above or right below.
- On July 16, 2020, the California Department of Housing and Community Development (HCD) announced the availability of approximately \$600 million of Homekey Program (Homekey) grant funding through the NOFA to rapidly sustain and expand the inventory of housing for people experiencing homelessness or at risk of homelessness and impacted by COVID-19 by purchasing motels and a broad range of other housing types.
- Of the \$600 million in Homekey grant funds, \$550 million is derived from the state's direct allocation of the federal Coronavirus Aid Relief Funds (CRF) and \$50 million is derived from the state's General Fund to supplement the acquisition of and to provide initial operating subsidies for, Homekey sites.
- HCD will be accepting over-the-counter applications beginning on or about July 22, 2020.
- HCD will set aside a priority application period to immediately begin reviewing and awarding qualified Projects from July 16, 2020 to August 13, 2020.
- All other applications received after the priority application period must be received by HCD no later than 5:00 pm PDT on September 29, 2020. HCD is reserving a priority application period to allow for geographic equity in the disbursement of funds.
- Applications will be received and reviewed on a rolling, over-the-counter basis until the CRF and the state General Fund moneys are committed.
- The \$550 million in CRF must be expended by December 30, 2020. HCD recognizes this expenditure deadline is challenging; however, the deadline is a requirement of federal CRF funding.
- The \$50 million in state General Funds must be expended by June 30, 2022.
- Awarded funds must be used to provide housing for individuals and families experiencing homelessness or at risk of experiencing homelessness and who are impacted by the COVID-19 pandemic.
- The time line is very advance. There is a State workshop on Friday that will talk about the program and the application process. The State did mention that they will begin accepting application for this on July 22, 2020.
- The funding is broken up regionally throughout the state. Our region is the Southern California Region which includes: Imperial, Orange, Riverside, San Bernardino, and Ventura.
- Combined for our region we have a CARES Act allocation of \$55,577,540.00 that has to be expended by December 30, 2020.
- HCD will sort applications into one of two tiers:
  - Tier One:
    - Tier One applications will be those Projects that: (1) can be occupied within 90 days from the date of acquisition; and (2) are permanent housing or will result in permanent housing as indicated on the application; or
    - Tier One projects include Projects that can be occupied within 90 days and used for Interim Housing, provided the project is expected to be developed into permanent housing at a later date OR Interim Housing with a coordinated exit strategy adopted by the Continuum of Care to support

		<p>transitions into other permanent housing. Interim Housing projects shall submit a letter of support from the local Continuum of Care that demonstrates the coordinated exit strategy of the Target Population.</p> <ul style="list-style-type: none"> <li>○ Tier Two: <ul style="list-style-type: none"> <li>▪ Tier Two projects are all other Projects and uses, including housing that will be used for interim only and with no expectation of development into permanent housing.</li> <li>▪ For Projects received within the priority application period, the Department will award Tier One projects meeting the program requirements on a rolling basis, up to the regional cap, on a first-come, first-served basis. Tier Two projects meeting the program requirements will be waitlisted and awarded funding if funds are available, after the priority application period, according to the date stamp. Applications that were received after the priority application period, and that met the specified program requirements, will be awarded according to date stamp, as funds are available.</li> </ul> </li> <li>● Some key facts are the projects must have a local covenant of 55 years. Public entities can partner with Non-profit and for-profit organizations.</li> <li>● Non-profits can not apply on their own. They can apply with a city, county, or housing authority.</li> </ul>
Coordinated Entry System (CES) Evaluation Report Update	Dean Fuentes	<ul style="list-style-type: none"> <li>● The State of California - Housing and Community Development (HCD) Department sponsored technical assistance through the Technical Assistance Collaborative (TAC) consultancy firm to evaluate the County of San Bernardino's homeless delivery system (System), placing special emphasis on the Coordinated Entry System (CES). TAC gathered first source data (i.e. surveys, interviews, focus groups, etc.) and second source data (i.e. CES reports, HMIS reports, PITC, etc.) to perform analytics and conduct its evaluation.</li> <li>● The final report from TAC summarizes the findings and recommendations for System-wide and CES improvements.</li> <li>● The report is being made readily available for review and will be placed on the agenda for presentation and discussion by TAC during the August 26, 2020 ICH meeting.</li> </ul>
<b>DISCUSSION</b>	<b>PRESENTER</b>	<b>ACTION/OUTCOME</b>
Review and Revise the Homeless Emergency Assistance Program (HEAP) Scoring Criteria as a Guideline to be used for the Homeless Housing and Assistance Program Request for Applications Regional Scoring Instrument	Tom Hernandez, Chief of Homeless Services	<ul style="list-style-type: none"> <li>● The Office of Homeless Services is preparing the Request for Applications (RFA) final release for early August. OHS is incorporating the recommendations from each Regional Steering Committee for their prioritization of funding for their region.</li> <li>● OHS has yet to develop a scoring instrument and would like to provide the HEAP scoring guidelines from 2018 to each region for their review and to revise so that it can be used for the 2020 HHAP scoring criteria.</li> <li>● Once each Regional Steering Committee has provided an updated or modified scoring instrument, the OHS will release each regions guideline along with the RFA. Each region will have flexibility in determining point distribution and threshold requirements.</li> <li>● Dena Fuentes would recommend that the regions include the number of people the project will resolve housing for.</li> <li>● OHS would like the regions to have their scoring criteria turned in by August 13, 2020.</li> </ul>
<b>Council Roundtable</b>	Don Smith	<ul style="list-style-type: none"> <li>● Don Smith sent documents that were forward to the ICH members and the HomelessRFP list serve regarding the</li> </ul>

	<p>Maria Razo</p> <p>Wendell Wilson</p> <p>Don Smith</p> <p>Supervisor Josie Gonzales, Chair</p> <p>Don Smith</p>	<p>Annual Out of Reach Report, from the National Low-Income Housing Coalition.</p> <ul style="list-style-type: none"> <li>• The report shows people earning minimum wage cannot afford a one-bedroom unit in 95% of the counties in the United States.</li> <li>• In San Bernardino County we have a deficiency in low income housing units.</li> <li>• In San Bernardino County 79 of low-income households are paying more than 50% of their income on housing cost.</li> <li>• There are two ways we need to address this homeless crisis. <ul style="list-style-type: none"> <li>○ A Massive investment in subsidized housing</li> <li>○ Create affordable housing (i.e. manufactured homes)</li> </ul> </li> <li>• The Housing Authority is currently serving about 10,000 families across our housing choice voucher programs.</li> <li>• We have been fully committed and haven't been able to pull from the waiting list.</li> <li>• We have even been making significant changes for those that have lost wages due to COVID-19 to cover more of the portion the families are responsible for.</li> <li>• We are working with HUD and are hoping the proposed bill HR 7301 will move forward as it includes funding our agency needs to continue to assist our families.</li> <li>• HUD has asked us to focus on eviction prevention for the families we are assisting.</li> <li>• Unfortunately, the portion the families have to pay we 1. Don't have the funding to pay their full portion and 2. We are unable to make the payment to the landlord on behalf of the family.</li> <li>• I ask if any of the cities are offering any one-time eviction prevention funding to please let us know so we can inform our families and the families that call looking for those resources.</li> </ul> <ul style="list-style-type: none"> <li>• There is a new website for all state grants. Its all the information you need to know on one site. The website is <a href="http://grants.ca.gov">grants.ca.gov</a></li> </ul> <ul style="list-style-type: none"> <li>• Asked the purpose of the Special Meeting scheduled for August 12<sup>th</sup>?</li> </ul> <ul style="list-style-type: none"> <li>• The Special meeting is to discuss the future of ICH, some potential changes to the By-Laws, and Conflict of Interest. I want to make sure I leave behind a clear path for the future.</li> <li>• We will also discuss the Chair position and a workshop on the creation of an executive team. I want to secure a permanency for you.</li> </ul> <ul style="list-style-type: none"> <li>• Can I propose that on the August 26<sup>th</sup> agenda we set a discussion on the cost of housing and how more people are finding they can't find an affordable place to live and How we as a community will tackle this?</li> <li>• Supervisor Gonzales suggested that more information both geographic and demographic for each region be collected in order to start this discussion.</li> </ul>
<p><b>Adjournment</b></p>	<p>Supervisor Josie Gonzales, Chair</p>	<ul style="list-style-type: none"> <li>• Being no further business, the meeting was adjourned at 10:33 a.m.</li> </ul>

<b>Next Meeting</b>		ICH Special Meeting Wednesday, August 12, 2020 at 9:00 a.m. – 11:00 a.m. Via Webex
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Office of Homeless Services  
 215 North D Street, Suite 301 • San Bernardino, CA 92415  
 Phone: (909) 501-0610 • Fax: (909) 501-0622  
 Email: [homelessrfp@hss.sbcounty.gov](mailto:homelessrfp@hss.sbcounty.gov) • Website: <http://www.sbcounty.gov/dbh/sbchp/>

Attendees at July 22, 2020 • Special Interagency Council on Homelessness - Teleconference				
AKINS	SOPHIE	County Counsel		<a href="mailto:Sophie.Akins@cc.sbcounty.gov">Sophie.Akins@cc.sbcounty.gov</a>
ALEXANDER	JESSICA	Operation Grace		<a href="mailto:pastorjessicaalexander@gmail.com">pastorjessicaalexander@gmail.com</a>
ARNOLD	RICHARD	Mountain Representative		<a href="mailto:moccasinman333@gmail.com">moccasinman333@gmail.com</a>
BREIDENBACH-STERLING	DEBRA	Town of Yucca Valley		<a href="mailto:dbreidenbach@yucca-Valley.org">dbreidenbach@yucca-Valley.org</a>
DEATHERAGE	LEVI	Family Assistance Program		<a href="mailto:levi@familyassist.org">levi@familyassist.org</a>
DOWDY	BRENDA	Superintendent of County Schools	909-386-2634	<a href="mailto:brenda_dowdy@sbcss.k12.ca.us">brenda_dowdy@sbcss.k12.ca.us</a>
EDWARDS	AMY	OHS	909-386-8297	<a href="mailto:AEdwards@dbh.sbcounty.gov">AEdwards@dbh.sbcounty.gov</a>
FRYMIRE	SCOTT	San Bernardino County Probation		<a href="mailto:Scott.Frymire@prob.sbcounty.gov">Scott.Frymire@prob.sbcounty.gov</a>
FUENTES	DENA	Community Development and Housing Agency	909-387-4355	<a href="mailto:Dena.Fuentes@cdh.sbcounty.gov">Dena.Fuentes@cdh.sbcounty.gov</a>
GONZALES	JOSIE	Supervisor - Fifth District	909-387-4565	<a href="mailto:jgonzales@bos.sbcounty.gov">jgonzales@bos.sbcounty.gov</a>
GREEN	SHARON	HPN Chair – Desert Region		<a href="mailto:sgreen@vvfrc.com">sgreen@vvfrc.com</a>
HAMILTON	WAYNE	Morongo Unified School District	760-401-0375	<a href="mailto:Wayne.Hamilton@morongo.k12.ca.us">Wayne.Hamilton@morongo.k12.ca.us</a>
HERNANDEZ	TOM	OHS	909-386-8208	<a href="mailto:thernandez@dbh.sbcounty.gov">thernandez@dbh.sbcounty.gov</a>
KELLEY	VERONICA	Director DBH	909-388-0820	<a href="mailto:vkelly@dbh.sbcounty.gov">vkelly@dbh.sbcounty.gov</a>
LEWIS-HUNTLEY	ERIKA	City of Rancho Cucamonga		<a href="mailto:erika.lewis-huntley@cityofrc.us">erika.lewis-huntley@cityofrc.us</a>
LOVINGOOD	ROBERT	1 <sup>st</sup> District Supervisor		<a href="mailto:Robert.Lovingood@bos.sbcounty.gov">Robert.Lovingood@bos.sbcounty.gov</a>
METZLER	KEITH	City of Victorville		<a href="mailto:kmetzler@victorvilleca.gov">kmetzler@victorvilleca.gov</a>
PAXTON	KENT	5 <sup>th</sup> District – Homeless Policy Advisor		<a href="mailto:Kent.Paxton@bos.sbcounty.gov">Kent.Paxton@bos.sbcounty.gov</a>
RAZO	MARIA	Director of Housing Authority of San Bernardino		<a href="mailto:mgrazo@hacsb.com">mgrazo@hacsb.com</a>
RICHARD	BESSINE	City of San Bernardino		<a href="mailto:Richard.Be@sbcity.org">Richard.Be@sbcity.org</a>
SMITH	DON	Creating Community Solutions		<a href="mailto:donsmithsolutions@outlook.com">donsmithsolutions@outlook.com</a>
THOMAS	CASONYA	Assistant Executive Officer	909-387-4717	<a href="mailto:cthomas@hss.sbcounty.gov">cthomas@hss.sbcounty.gov</a>
WILSON	WENDELL	Mountain Homeless Coalition	360-350-8692	<a href="mailto:wendellcw200@gmail.com">wendellcw200@gmail.com</a>

\*Please note we did not take attendance of members of the public that joined via tele-conference



**County of San Bernardino  
Office of Homeless Services**

215 North D Street, Suite 301 • San Bernardino, CA 92415-0044

Phone: (909) 501-0610 • Fax: (909) 501-0622

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**By-Laws & Membership Committee Report**

Date August 12, 2020

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Presenter Dr. Veronica Kelley, Director, Department of Behavioral Health

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Announcements The table below lists the announcements for today’s meeting.

<b>Announcements</b>
<ul style="list-style-type: none"><li>• The By-Laws &amp; Membership Committee met on August 3, 2020.</li><li>• There was a presentation from Supervisor Gonzales, Dan Flores and Kent Paxton regarding proposed changes to the ICH Governance Charter, ByLaws, and Standing &amp; Ad Hoc Policy to increase community participation and responsibility on the ICH and to address voting in of new leadership.</li><li>• Supervisor Gonzales gave opening remarks about the need to continue to have firm leadership on housing and homelessness in the County and the role that the Board of Supervisors (BOS) plays in this to ensure funding continues to come to San Bernardino County (SBC) and that our goals of housing the homeless are met.</li><li>• We discussed proposed changes to the Chair and Vice Chair seats. Chair and Vice chair rotate between One BOS member and one non-BOS member. The terms of office change to Feb1-Jan 31 for a two-year term. Additionally, a BOS can delegate their vote to another BOS on the ICH or to a BOS who may be an alternate if both members, who are also BOS are unable to attend.</li><li>• We discussed specific trainings to ICH members to include; Form 700 training and training every 2 years to address; conflict of interest, Brown Act, California Privacy Rights Act (CPRA), transparency in government, parliamentary procedure and meeting management.</li><li>• We discussed Creating an Executive who<ul style="list-style-type: none"><li>• would have executive functions including setting the agenda, identifying the time, place and location for the ICH meetings, establishing protocols about ethics training, approve letters of support for ICH and review and recommend program and project initiatives.</li></ul></li><li>• The majority of the committee recommended that we advance the planned proposals via a presentation to the full membership of ICH at the Special meeting on August 12, 2020 with a subsequent vote on the proposed changes the following ICH meeting on August 26, 2020.</li></ul>

# San Bernardino County Homeless Partnership

## Interagency Council on Homelessness

Administrative Office  
303 E. Vanderbilt Way, San Bernardino, CA 92415-0026  
Office: (909) 386-8297



FROM: Supervisor Josie Gonzales, ICH Chair

SUBJECT: Proposed Amendments to the ICH Bylaws, Governance Manual, and Standing & Ad Hoc Committee Policy

DATE: August 12, 2020

### RECOMMENDATION

To review and discuss the proposed amendments to the ICH Bylaws, Governance Manual, and Standing & Ad Hoc Committee Policy.

### BACKGROUND INFORMATION

On August 3, 2020 the proposed changes to the ICH Bylaws, Governance Manual, and Standing & Ad Hoc Committee Policy were presented to the ICH By-Laws & Membership Committee for recommendation to the full body of the ICH.

The proposed amendments that were presented were to the following sections:

#### Bylaws

- Term of Officers
- Selection of Officers
- Membership Voting – designation of alternates

#### Governance Manual

- Revise the Code of Conduct to adopt a Conflict of Interest Code, requiring disclosure of Statement of Economic Interests (Form 700)
- Revise the Code of Conduct to require ethics training for the ICH

#### Standing & Ad Hoc Committee Policy

- Establish an Executive Committee as a Standing Committee

The proposed amendments are to ensure this body continues to have firm leadership on housing and homelessness in the County of San Bernardino and to ensure adequate funding continues to come to the County to meet our goals of housing the homeless.

The By-Laws & Membership Committee recommended that the presentation be given to the full body of ICH for their review at the Special ICH Meeting on August 12, 2020 and will be discussed and voted on for adoption at the next regular ICH meeting on August 26, 2020.

Members of the Board of Supervisors  
City of Victorville  
Housing Authority of the County of San Bernardino  
San Bernardino Law and Justice Group  
San Bernardino County Superintendent of Schools

#### Members of the Interagency Council on Homelessness

City of Rancho Cucamonga  
Town of Yucca Valley  
Community Development and Housing Agency  
Mountain Regional City Representative  
Members of the Homeless Provider Network

City of San Bernardino  
Department of Behavioral Health  
San Bernardino County Human Services  
Homeless Representative



Board of Supervisors  
Josie Gonzales, Fifth District

# ICH Bylaws, Governance Manual, and Standing & Ad Hoc Committee Policy Amendments

Presented to the Interagency Council on Homelessness

Supervisor Josie Gonzales  
Dan Flores, Chief of Staff  
Kent Paxton, Homeless Policy Advisor  
Sophie Akins, Deputy County Counsel

August 12, 2020

[www.SBCounty.gov](http://www.SBCounty.gov)

## Current Language

- Term of Chair and Vice Chair is 2 years, from October 1 – September 30
- The Chair and Vice Chair shall be elected by ICH
- All members may appoint an alternate to vote in their absence

## Proposed Language

- Term of Chair and Vice Chair is 2 years, from February 1 – January 31
- The Chair and Vice Chair shall be elected by ICH; the offices shall rotate between a member of the BOS and a non-member of the BOS.
- Members may appoint an alternate with the exception of the Chair. The alternate for the BOS members must be another member of the BOS

## **CODE OF CONDUCT**

- Amend to adopt a Conflict of Interest Code, requiring all voting ICH members to submit a FPPC Statement of Economic Interest (Form 700) – County Counsel recommendation
- Require the ICH to participate in an ethics training session every 2 years, including, but not limited to: conflict of interests, the Brown Act, CPRA requests, transparency in government, parliamentary procedure, and meeting management

## **EXECUTIVE COMMITTEE**

### Executive Committee Membership and Description:

The Committee shall:

- Set the agenda for ICH meetings
- Identify the time and location of regular ICH meetings
- Establish protocols related to ethics training for ICH
- Approve letters of support for grant applications on behalf of ICH
- Review and recommend program and project initiatives for ICH

## **EXECUTIVE COMMITTEE**

### Membership – Five (5) Members of ICH:

- ICH Chair
- ICH Vice Chair
- Assistant Executive Officer of Human Services, or the Director of CDH, or the Director of DBH
- HPN Chair, or other HPN Member of ICH designated by the HPN Chair
- City Representative

## **Proposed Recommendations presented to the ICH Bylaws & Membership Committee on August 3, 2020**

### Committee Membership

- Dr. Veronica Kelly, SBC Dept. of Behavioral Health
- Brenda Dowdy, SBC Superintendent of Schools
- Mike Jones, SBC Sheriff's Dept.
- Sharon Green, HPN Chair
- Marisela Manzo, SBC Dept. of Community Development & Housing

Recommendation approved on a 4-1 vote with Ms. Green dissenting

Seeking direction to authorize OHS and County Counsel to draft the recommended amendments for approval at the August 26<sup>th</sup> ICH meeting:

## Bylaws

- Term of Officers
- Selection of Officers
- Membership Voting – designation of alternates

## Governance Manual

- Revise the Code of Conduct to include a Conflict of Interest Code, requiring Statement of Economic Interests (Form 700)
- Revise the Code of Conduct to require ethics training for the ICH

## Standing & Ad Hoc Committee Policy

- Establish an Executive Committee as a standing committee