



## PARTNERSHIP TO END HOMELESSNESS BOARD

**DATE:** December 10, 2019  
**TIME:** 2:00-5:00 PM  
**LOCATION:** Everett School District CRC, Port Gardner Room B  
 3900 Broadway, Everett, WA 98201

### Celebration of Accomplishments:

- Welcome & Snacks
- Presentations: 2019 New Projects Snohomish County
  - Clare's Place
  - HopeWorks Station
  - Journeys
  - YHDP Young Adult Housing
  - YHDP Youth Engagement Team

Name of Person	Time
Candy Banker	2:00 - 2:30
Candy	2:30 - 2:35
Sarah Jayne Barrett	2:35 - 2:40
Elizabeth Kohl	2:40 - 2:45
Rachel Mathison	2:45 - 2:50
Rachel Mathison	2:50 - 2:55
Rachel Mathison	2:55 - 3:00

### Welcome

- Introductions/Housekeeping
- Approve 9/10/19 PEH minutes\* as written (**Action**)

Candy	3:00 - 3:05
Candy	3:05 - 3:10

### Committee Report Updates

- Communications and Engagement Committee
- Data & Analysis Committee
- Public Policy Committee
- Strategic Planning Committee

<i>(Committee Chairs)</i>	
John Hull	3:10 - 3:15
Sarah Jayne Barrett	3:15 - 3:20
Vicci H. / Mark S.	3:20 - 3:25
Mary Anne Dillon	3:25 - 3:30

### Updates

- Data Presentation: Equity Analysis Dashboard
- County Updates
  - Point in Time (PIT)
  - CE Refinement
  - System Performance Measures

Jesse	3:30 - 4:00
Debbi	4:00 - 4:05
Holly/Jesse	4:05 - 4:15
Jesse	4:15 - 4:30

### Action

- Governance Board Rules: Member Removal (**Action**)
- Annual updates to the Governance Charter (**Action**)
  - Board Composition-Attach. A\* (**Action**)
  - HMIS Policies/Procedures-Attach. F-1\* (**Action**)

Sam	4:30 - 4:40
Sam/Jesse	4:40 - 4:55

### Wrap Up

- Next Meeting: TBD - Survey to go out for new times

Candy	4:55 - 5:00
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### Adjourn

*\*Note: Attachments sent in advance with agenda.*

**Section VI. Rules for the Governance Board, Attendance (p. 4):**

Board members must attend meetings and be prepared to discuss matters presented for their deliberation. Members are required to attend no less than seventy-five percent (75%) of meetings within a calendar year. Failure to meet the attendance requirement or repeated failure to complete work assignments will be grounds for removal from the Board and/or Committee assignments. See Resignation or Removal below.

**Section VI. Rules for the Governance Board, Resignation or Removal (p. 5):**

Any representative may resign at any time by giving written notice to the Chair.

Board and Committee Members are required to adhere to the standards of conduct outlined in **Section IX**, below. The Executive Committee will review all complaints or concerns brought to their attention regarding conduct, and if evidence of violations is found, the matter will be taken to the Board. Members of the Board may be recommended for removal by a super majority vote for repeated absence, misconduct, failure to participate, or violation of the conflict of interest or code of conduct policies. The recommendation will be forwarded to the Snohomish County Human Services Director for the Director to act. Members will be notified of removal by letter within 30 days of the Director receiving all necessary information to act on removal.

If the person whose conduct is under review is a member of the Executive Committee, that person may not be present for the review except for the purpose of responding to requests for information from the Executive Committee.