



Butte Countywide Homeless Continuum of Care

Governance Committee
Wednesday, May 6, 2020
3:30 P.M. to 4:30 P.M.
Butte County Employment and Social Services
Zoom Virtual Meeting

COMMITTEE MEMBERS PRESENT:

Anastacia Snyder, Catalyst
Briana Harvey-Butterfield, DESS HH
Don Taylor, DESS HH
Eric Smith, City of Oroville
Laura Cootsona, Jesus Center

COMMITTEE MEMBERS ABSENT:

Dawn Blackhorse, Butte College

OTHER ATTENDEES:

Lisa Sloane, TAC

RECORDING:

Briana Harvey-Butterfield

ORDER OF BUSINESS:

- 1. CALL TO ORDER:** The meeting was called to order by Briana Harvey-Butterfield at 3:34 P.M. Briana Harvey-Butterfield facilitated the meeting.
- 2. INTRODUCTIONS:** All Governance Committee Members in attendance introduced themselves.
- 3. APPROVAL OF MINUTES from April 8, 2020 - ACTION:** A motion to approve the minutes as is made by Anastacia Snyder and seconded by Laura Cootsona.
- 4. ANNOUNCEMENTS:**
 - a.** Eric Smith congratulated Anastacia Snyder and shared that Catalyst was awarded CDBG funding in Oroville.
 - b.** Laura Cootsona shared that the Jesus Center was relocating to the Work Training Center in Chico.
- 5. REVIEW CONFLICT OF INTEREST DRAFT DOCUMENTS – INFO./ACTION:** The Committee reviewed, discussed and made changes to the conflict of interest draft documents. All suggestions were to be updated by Lisa Sloane, from TAC and Briana Harvey-Butterfield and emailed out to the Committee. Final updates would be made during a secondary meeting to be held Wednesday, May 20th at 2:00 P.M.

Update: Wednesday, May 20, 2020: Secondary meeting was held at 2:00 P.M. and adjourned at 3:00 P.M. to review the updates and continue working through the documents. Updates included focusing on the recusal process, defining gifts as a conflict of interest and other minor wordsmith corrections. Attendees at follow-up meeting included: A. Snyder, B. H. Butterfield, D. Blackhorse, E. Smith, and L. Sloan.

Update #2: Thursday, May 28, 2020: Third meeting was held at 2:00 P.M. and adjourned at 2:30 P.M. to review the COI draft updates. A few more changes were requested. Updates included firming up the recusal definition/process. The document will be brought to the next regular Governance Committee Meeting on June 3rd to finalize the document and approve that it be brought to the next CoC Meeting for approval. Attendees at follow-up meeting included: A. Snyder, B.H. Butterfield, D. Blackhorse, D. Taylor, E. Smith and L. Sloan.

- 6. NEXT MEETING:** Planned meeting May 20th to finalize the Conflict of Interest Documents. The next Governance Committee Meeting will be on June 3, 2020 from 3:30 P.M. to 4:30 P.M. Briana will send a Zoom request prior to meeting.

Update: Wednesday, May 20, 2020: Added a second follow-up meeting May 28th at 2:00 P.M.

- 7. ADJOURNMENT:** The meeting was adjourned at 4:30 P.M.