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# TUCSON PLANNING COUNCIL FOR THE HOMELESS

## Membership Committee

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### September 16, 2009 Minutes

Convener: Jodie Barnes

<b>Next Meeting:</b> Wednesday, October 7, 2009, 10:30-11:30 p.m., City of Tucson
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<b>Report to TPCCH General Meeting October 9<sup>th</sup></b>
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### TOPICS DISCUSSED

- 1. Minutes.** Deferred.
- 2. Attendance review.** Jodie reported that she found a copy of the standard “at risk of losing voting status”, but sent none because the previously intended recipients have improved their attendance. Committee members discussed the TPCCH Operating Policies’ requirements for voting membership, and chairpersons’ discretion for defining active committee participation. (Through subsequent email communication, they decided that these are sufficient.) They reached consensus to define “active participation” for the Membership Committee as: attend a minimum of two out of every three meetings, whether virtual or physical; participate in discussion; volunteer and accept responsibility for committee tasks.
  - **Next steps. a.)** Kevin agreed to ask committee chairs to report regularly on their active membership
  - b.)** Results will be reported to the Executive Committee, and, if appropriate, to General Council.
- 3. Reminder Process.** Participants reached consensus that after an organization misses two consecutive General Council meetings, two reminders will be sent. The TPCCH administrative coordinator will send an email reminder to the individuals who regularly attend General Council for that organization; and the committee will mail a notification letter to the organization’s chief executive officer. That letter will request a response by phone by a stated deadline. (It was noted that this may be a six-week process.) The committee will then report on the results of the mailed reminders.
- 4. Voting Rights Actions.** Committee reached consensus to delay action on notifications until all TPCCH committees have defined “active participation”
- 5. Next Meeting.** Wednesday, October 7<sup>th</sup>, 10:30 a.m. at the City of Tucson.
  - **Next step.** Jodie will reserve a city meeting room and alert Settle Madden to tell the committee.

Submitted by Settle Madden

### Attendance

Name	Organization	Email
Jodie Barnes	City of Tucson	jodie.barnes@tucsonaz.gov
Kevin Jackson	Wingspan/Eon	kjackson@wingspan.org
Mary Pat Sullivan	Comin’ Home	mpsullivan@cominhome.org
Martin Twohill	SAVAHCS	martin.twohill@va.gov