

## Implementation Board Meeting

**Facilitator:** Co-Chairs Nate Caminos & Harold Odom

**Note Taker:** Karen Cagnolatti

**Captioner:** King County Information Technology

**Date:** December 9, 2020

**Time:** 2:00 P.M. - 3:30 P.M.

**Mission:** *The mission of the King County Regional Homelessness Authority (KCRHA) is to significantly decrease the incidence of homelessness throughout King County by centering customer voice to respond to needs and eliminate inequities.*

**Theory of Change:** *If we create a homeless response system that centers customer voice, then we will be able to focus on meeting needs and eliminating inequities, in order to end homelessness for all.*

### Meeting Result:

- Everyone will feel welcomed and participants confirmed
- Board members will understand who Advisory Committee (AC) is and how to work with them within the organizational structure of the KCRHA.
- The Public will be given 10 minutes to share their comments.
- Board members will discuss additional positions of the Executive Committee; the Board may entertain motions/votes for appointment in each position.
- Board members are informed on Theory of Change and discuss next steps.
- Board members will understand the requirement and intention behind the initial plan and will discuss next steps.

Time	Topic	Presenter
2:00 – 2:10  10 min	<p><b>Welcome and Settling In</b></p> <ol style="list-style-type: none"> <li>1. Welcome</li> <li>2. Roll call</li> <li>3. Land acknowledgment</li> <li>4. Public comment sign-up</li> <li>5. Grounding question: What are you thankful for this year?</li> </ol> <p><b>Result: Everyone will feel welcomed and participants confirmed</b></p>	Harold Odom
2:10 – 2:20  10 min	<p><b>Advisory Committee</b></p> <ol style="list-style-type: none"> <li>1. Background, context &amp; role of advisory committee</li> <li>2. Proposed slate of members</li> <li>3. How they are connected to this work</li> <li>4. Vote to confirm Advisory Committee members</li> </ol> <p><b>Result: The Implementation Board will understand who Advisory Committee is and how to work with them within the organizational structure of the KCRHA.</b></p>	Leo Flor

Time	Topic	Presenter
2:20 – 2:30  10 min	<p><b>Public Comment</b></p> <p><b>Result: Public will be given 10 minutes to share their comments</b></p>	Leo Flor
2:30 – 2:45  15 min	<p><b>Executive Committee</b></p> <ol style="list-style-type: none"> <li>1. Vice-Chairs</li> <li>2. Treasurer</li> <li>3. Secretary</li> <li>4. Discussion and possible vote</li> </ol> <p><b>Result: Board members will discuss additional positions of the Executive Committee; the Board may entertain motions/votes for appointment in each position.</b></p>	Nate Caminos
2:45— 3:05  20 min	<p><b>Theory of Change</b></p> <ol style="list-style-type: none"> <li>1. What it is</li> <li>2. How to make it actionable</li> <li>3. What implementation looks like</li> </ol> <p><b>Result: Board members are informed on Theory of Change and discusses next steps.</b></p>	Harold Odom
3:05 – 3:25  20 min	<p><b>Initial Work Plan</b></p> <ol style="list-style-type: none"> <li>1. Introduce the idea &amp; Interlocal Agreement (ILA) requirement</li> <li>2. Request IB members to identify topics</li> <li>3. Survey to collect topics, then prioritize</li> <li>4. Follow up in January</li> </ol> <p><b>Result: Board members will understand the requirement and intention behind the initial plan and will discuss next steps.</b></p>	Nate Caminos
3:25 – 3:30  5 min	<p><b>Action Items and Adjourn</b></p> <p><b>Next Meeting:</b> January 13, 2021, from 2-3:30 pm.</p>	Harold Odom

**Upcoming Meetings/Dates of Interest:**

- 1/11-1/15: First Round of CEO Interviews (Closed Session)
- 1/13: January Implementation Board Meeting
- 1/18-1/22: LEC Meet & Greet with CEO candidates (Closed Session)
- 1/25-1/29: 2nd Round of CEO Interviews (Closed Session)

- 2/1-2/14: Special Meeting: Recommendation and Vote to Approve CEO
- 2/10: February Implementation Board Meeting

**January Agenda Topics:**

- Continuation of Discussion on Theory of Change
- Continuation of Discussion on Initial Plan

**February Agenda Topics:**

- Welcome to new CEO
- Auditor meeting with Board

**March Agenda Topics:**

- By-laws

**Parking Lot:**

- Retreat
- Open Public Meetings Act (OPMA) training
- Subcommittees