**KCRHA Governing Committee Meeting Minutes**

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| Thursday,  November 19, 2020 | 10:00am to 12:00pm | Virtual Meeting Link Available at https://regionalhomelesssystem.org/ |

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| **Governing Committee Position** | **Governing Committee Members** |
| King County Council | Reagan Dunn |
| Joe McDermott |
| King County Executive | Dow Constantine, Chair |
| Lived Experience Leaders | Johnathan Hemphill |
| Kirk McClain |
| Zaneta Reid |
| Seattle City Council | Lorena Gonzalez |
| Andrew Lewis |
| Seattle Mayor | Jenny Durkan |
| Sound Cities Association | Nancy Backus |
| Angela Birney |
| Ed Prince |

**Attendees:** Nancy Backus**,** Angela Birney, Dow Constantine, Reagan Dunn, Jenny Durkan, Johnathan Hemphill, Andrew Lewis, Kirk McClain, Joe McDermott, Ed Prince, and Zaneta Reid.

10 present and 2 absent.

**Absent:** Lorena Gonzalez, Andrew Lewis

1. **Welcome and Agenda Overview**
2. **Approval of Minutes from August 20, 2020 and October 15, 2020 Meetings**  
   ***Committee Vote*** *– All in favor, August and October Minutes approved.*
3. **Public Comment**

*No public comment.*

1. **Staff Update on 2020 Accomplishments & 2021 Timeline**

* Briefing by Jason Johnson, City of Seattle
  + *2020 – Selected complete Implementation Board. Co-chairs selected: Harold Odom and Nate Caminos.*
  + *COC Board established, first meeting in January 2021.*
  + *Established operational functions to support KCRHA, critical business services needed to stand up org.*
  + *Hired LEC staff. Jonathan Hemphill has been hired as staff to provide support.*
  + *Hired CEO recruitment firm The Hawkins Company and initiated recruitment process.*

*Members Dow Constantine, Johnathan Hemphill, Zaneta Reid, Nancy Backus shared goals for 2021.*

***Motion by Angela Birney*** *to set a calendar for this Committee to meet 3rd Thursday of January and February, and quarterly thereafter beginning in April. Per the ILA, required to set meeting at last meeting of year. Since the December meeting is cancelled, current meeting will be the last of 2020.* ***Seconded******by Nancy Backus****.*

***Committee Vote -*** *All in favor, Motion adopted.*

1. **Roll Call**

***Present:*** *Nancy Backus, Angela Birney, Dow Constantine, Reagan Dunn, Jenny Durkan, Johnathan Hemphill, Kirk McClain, Joe McDermott, Ed Prince, Zaneta Reid.*

***Absent:*** *Lorena Gonzalez, Andrew Lewis.*

1. **Racial Equity Session De-Brief & Next Steps**

*Johnathan Hemphill led discussion among Members.*

*No action taken.*

1. **Staff Update on CEO Hiring Process, Q & A with The Hawkins Co.**

* Briefing by Leo Flor, King County and Christine Boulware and Brett Byers, The Hawkins Company.
  + *Hawkins Company update:*
    - *Working hard, most recently with Evaluation Committee. Process is important, in alignment with ILA, balances needs and practices of EC, IB and GC. IB has adopted a plan for interviewing that indicates a substantial role for GC participation.*
      * *Evaluation Committee takes responsibility for developing position profile, reviewing initial resumes.*
      * *Hawkins asked Evaluation Committee to divide into two sub groups. The first is responsible for the review of the position profile, the second subgroup responsible for developing the resume screening criteria. Both the position profile and screening criteria has been approved.*
      * *Phase 1 of search is the creation and approval of the position profile. This is now complete.*
      * *Phase 2 is to review resumes using the screening criteria, with the goal to identify 5-8 initial candidates to be interviewed, including the commitment to center LEC experience in this process.*
      * *After the screening, the search process to continue as follows:*
        + *IB will interview first round of 5-8 candidates. IB will decide semi-finalists, no more than 3.*
        + *LEC will have opportunity to meet with these 1-3 candidates with the goal for LEC to report back to IB their thoughts.*
        + *IB will then invite GC to join them in interviewing the 1-3 candidates, at the same time in executive session.*
        + *At conclusion of joint exec session, the GC will then share their thoughts about 3 semi-finalists with IB then GC will exit.*
        + *IB will then determine who they would like to recommend as a single finalist to GC for confirmation.*
        + *This process was voted and adopted by the Implementation Board.*
        + *IB Co-Chairs will assume Hawkins’ role in terms of reporting to the GC going forward.*

*No action taken.*

***Next meeting January 21, 2021.***

***Adjourned.***