

**Eastern PA CoC Board**  
**December 8, 2020 3:00pm-4:30pm**  
**Join Zoom Meeting**

<https://zoom.us/j/91861698853?pwd=VXNwL3cvVHB1QWRndEUrOEZOSi80dz09>

**Phone In: 1-929-205-6099 Meeting ID: 918 6169 8853 Passcode: 893260**

**AGENDA**

1. Articulate a vision for this work to set a path for the Equity Committee (*email Lauren ideas by 4pm on Monday, 12/7*)
  - a. *Question for the Board:* Should the Equity Committee be charged with articulating or finalizing what the Board initially proposes as a vision for this work?
  
2. Finalize Equity Committee description (*attached; email Lauren feedback, revisions, etc. by 4pm on Monday, 12/7*)
  - a. Purpose
  - b. Composition
  - c. Responsibilities
  
3. Develop and Finalize Process for Recruitment and Selection (*Lauren drafting application/nomination form and will send to Board by Friday, 12/4*)
  - a. Selection Process Options if more than 2 folks are nominated in a RHAB
    - i. The RHAB votes on the nominees to select their 2 reps, the Board selects since it has a strong handle on what the CoC is trying to achieve, this a function of the Governance Committee, Other Options.
  
4. Engaging with People with Lived Expertise (*Brendan advised that DCED should have an answer on the availability of funding for this purpose by the 12/8 meeting*)
  - a. Approve allocation of planning grant funds reallocated from Board travel line item to support engagement of people with lived expertise (\$3,920 if all meetings remain virtual; \$8,460.80 if some in-person meetings are held if COVID situation improves)
  - b. Approve of Eastern PA CoC Staff person designating 14 hours/ month toward this priority

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Board Members Present

Leslie Perryman, President  
Alisa Baratta, Vice President  
Sergio Carmona, 2<sup>nd</sup> Vice President  
Mae-Ling Kranz, Treasurer  
Melissa Magargle, Secretary  
Randi Bannon  
Rob Nicolella  
Jeannette Triano Sinn  
Angela Susten

Board Members Not Present

Tiffany Jones  
Jackie Condor  
Jeff Poch  
Beth Ellis

DCED Staff Present

Brendan Auman

DMA Staff Present

Leigh Howard  
Lauren Whitleigh

**Vision**

The Board discussed approaching this work with a broader equity lens, not strictly racial and ethnic equity. To inform the discussion, Leigh provided information about who accesses CE.

- 60% White
- 21% BIPOC
- Remainder is data not collected. Most likely DV persons.
- 40% on BNL has a disability

Leslie suggested naming the committee Diversity, Equity, and Inclusion Committee. Melissa agreed that we don't want to limit the committee's vision.

Alisa suggested that we should not only be focusing on the persons using the system, but also the staff who are a part of the system. Alisa has heard a lot from the staff perspective during some of the LV RHAB engagement with the United Way.

The Committee could provide guidance on how to collect data down the road that the CoC isn't currently monitoring - Religious status, LGBTQ status, immigrant status, etc.

HMIS/ quantitative data tells us one thing but we must collect qualitative data to understand people's experience of going through the system.

Vision language suggestions: "Creates an equitable experience for all users" "Ensuring equitable access and outcomes" "someone's identity is not predictive of their outcome"

**Committee Description**

Purpose:

- Sergio's suggested language should be the purpose
  - Equitable Access and Outcome

- Ongoing analysis of the system with recommendations

Composition:

- Intentionally Diversifying

Responsibilities:

- Board had discussion about the role of the Data Committee in preparing data for the DEI Committee
- Simplify the responsibilities/ work of the Committee so they aren't overburdened and so people volunteer to serve on the Committee
  - Let the committee define what additional needs to be addressed
- Participate in review of annual racial disparities analysis and make recommendations to the Board based on report
- Gather qualitative data from program participants and staff about the whole system

**Budget**

- CoC to compensate people with lived experience who are not being sponsored / paid by their employer for their participation on the Committee.
- Draft budget listed \$10/ hour as the compensation rate. Alisa recommended it be increased to \$15/ hour to align with movement toward a \$15/ hour minimum wage.
- Board decided not to vote to approve the allocation of CoC Planning Grant \$ toward compensating people with lived experience until their December 14<sup>th</sup> meeting to allow time to update the budget based on \$15/ hour rate.

**Equity Committee Nomination Form**

- Ensure survey link is mobile-friendly
- Ask folks if they require assistive technology to participate in meetings; for those with vision and hearing loss, PDF and Zoom have technology to increase text size and closed captioning
- Discussed translating the document to Spanish; if someone is nominated for whom English is not their first language/ the language they feel most comfortable communicating, the CoC will have to look into having translation services for documents and meetings.
- DMA to reach out to Bradbury Sullivan Institute to review and provide feedback to how we are asking the LGBTQ question
- Alisa recommended removing 2 questions and using them during interview. Board to make decisions about nomination process at January meeting.
- Board discussed pushing back launch of Committee to February 2021.