



# Proposed Governance Updates

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# Agenda

1. Background and Process
2. Key Bylaw Changes
3. Ways to Make Membership More Effective

# Background and Process

# How We Got Here

## Reviewing input, lessons from peers, and system needs

1. CoC Board began reviewing governance in late 2023, with discussions continuing through spring 2024
2. Input was reviewed alongside examples from similar CoCs and the local strategic plan
3. SNAPS expectations and system performance needs also informed the direction of proposed changes
4. Guiding Principles: A) Clarify roles and responsibilities across the community, B) Strengthen HUD-mandated CoC responsibilities, C) Align with the CoC's strategic plan, D) Improve geographic representation
5. This proposal reflects both local priorities and broader trends across high-performing CoCs.

# Background and Process

## Helping Communities Develop and Implement Governance

1. Provided Technical Assistance in multiple communities across the country
2. Governance needs are unique to each community, but TA brings past lessons learned and best practices
3. Recommend communities leverage existing strengths with their governance decisions
4. Governance is a key component to NOFO scoring
5. Align governance with SNAPS priorities around Conflict of Interest
6. Improve community and lived experience participation

# Background and Process

## Community Input Sessions

1. Held 5 Community Input Sessions to gather input on proposed by-laws
2. June 30th through July 11th
3. Over 50 community members attended
4. Gave training on CoC Governance and proposed bylaws
5. Most of the call dedicated towards getting community input on improving CoC governance and increasing CoC Membership participation
6. Good participation and suggested areas of improvement

# Key Bylaw Changes



# Key Bylaw Changes

## Clarified Membership Structure and Voting Rights

1. Introduced and formalized two categories of voting members: Partner Members (paid) and Free Individual Members.
2. Outlined eligibility, training, and attendance requirements for both types of members
3. Clarified that non-voting participants can attend meetings but don't receive member benefits or voting rights.
4. **Why-Informed members make for robust discussions and informed voting. Help in potential requirements to have broader representation on CoC Board**

# Key Bylaw Changes

## Conflict of Interest and Board Eligibility Updates

1. New restriction: Individuals from organizations receiving CoC funding may not serve on the Board.
2. If a current Board member's organization becomes newly CoC-funded during their term, they may continue serving for up to one year before stepping down.
3. Strengthened conflict of interest management, aligned with SNAPS guidance, to maintain transparency and impartiality in decision-making.
4. **Why – Improves NOFO governance score, aligns with SNAPS guidance, and broadens perspectives represented on the CoC Board.**

# Key Bylaw Changes

## Strengthening System Coordination and Decision-Making

1. Creates a process for CoC members to review and evaluate future assignment of CoC Lead and HMIS Lead.
2. Via committee participation allows for members to recommend changes to system coordination functions, with final action subject to board ratification.
3. Via a Memorandum of Understanding (MOU) between HAWNY and the CoC board will clearly define roles, responsibilities, and expectations.
4. New committees reporting roles provides regular forums for member input into key CoC system decisions vis directly reporting progress and challenges to the board.
5. **Why – Meets key HUD CoC Program requirements under the HEARTH Act, aligns with best practices recommended by SNAPS, improves NOFO scoring, enhances transparency in system coordination, and ensures all parties have a shared understanding of responsibilities and expectations.**

# Key Bylaw Changes

## Board Structure and Term Limits

1. Set a maximum of three consecutive 3-year terms for Board members.
2. Updated geographic representation requirement — still ensures regional voices on the Board but with more flexibility than past bylaws. The goal is to expand representation across our service area while avoiding dedicated seats going unfilled or held by members who do not actively participate.
3. Maintains a requirement for lived experience representation.
4. **Why – Improves NOFO governance score, diversifies participation, strengthens regional perspectives, and reduces potential conflicts of interest**

# Bylaw Clarification

## Section 2: CoC Committees

CoC Committees support the mission and federal responsibilities of the Continuum of Care. Members may include service providers, people with lived experience, and other stakeholders. Committee charters or structures may be updated by the Board to reflect evolving HUD requirements or community needs.

### Selection & Performance Committee

- Reviews and scores CoC project applications annually.
- Recommends funding priorities and reallocation strategies.
- Must include at least 7 members, with representation across sectors and subpopulations.
- Cannot include representatives of currently funded CoC projects.
- Members must have no conflict of interest with any applicant.
- Lived experience representation is required; members must recuse from discussion of programs they are connected to.
- CoC Lead staff may attend but do not score applications.

# Ways to Make Membership More Effective

# *Ways to Make Membership More Effective*

**Membership groups are only as strong as the people who participate — here's how to make yours matter**

1. **Show Up and Engage:** Attend meetings regularly and participate in discussions — your voice shapes the system.
2. **Join a Committee:** Committees are where detailed work happens. Bring your perspective and help develop policies and solutions.
3. **Share Ideas and Feedback:** Bring forward issues, suggestions, and local knowledge. The more input, the better the decisions.
4. **Support Consistent Representation:** Try to have the same staff attend regularly to build relationships and bring continuity to discussions.
5. **Make It What You Want:** Membership only works if people are active — propose new topics, ask for trainings, or help launch new initiatives.

# Vote

## How to Vote

[https://docs.google.com/forms/d/1FdeFmGhsUqrMeMJHw8uTQDRtOLN0Hlv8-X4sa8LEiY/edit?usp=drive\\_web&oid=103451435067477167514](https://docs.google.com/forms/d/1FdeFmGhsUqrMeMJHw8uTQDRtOLN0Hlv8-X4sa8LEiY/edit?usp=drive_web&oid=103451435067477167514)

**Click on Link Found in Chat Box  
and complete 3 questions**







**Thank you**

## CoC Membership (Individuals + Orgs Involved in the System)

### Board Committees

Finance

Governance

Personnel/HR

**Homeless Alliance of  
Western New York, Inc.  
(HAWNY) Board of  
Directors**

**Governs HAWNY and acts as  
the Continuum of Care Board**

**Project Selection  
Committee**

### Continuum of Care (CoC) Committees

HMIS  
Advisory

PAC/  
YAB

CE  
Oversight

Youth  
Task  
Force

PIT

Housing

## CoC Membership

*CoC members include individuals and organizations that participate in or interact with the homelessness response system*

### Board Committees

standing and ad hoc committees to support CoC Board's governance responsibilities

### CoC Board

Provides governance, sets priorities, and ensures compliance with HUD requirements.

### Continuum of Care (CoC) Committees

CoC Committees support the functions of the Continuum of Care as outlined in HUD regulations and the CoC Governance Charter.

Partner Members, Free Members, and Non-Voting Participants all participate in CoC membership.

# Membership Eligibility

	Partner Membership ( <i>Paid</i> )	Free Membership ( <i>Individual</i> )
<b>Who it's for</b>	CoC-funded or dues-paying organizations (All CoC-funded organizations are automatically enrolled as Partner Members)	Trained individuals unaffiliated with CoC-funded orgs
<b>Voting</b>	1 vote per organization	1 vote per individual (non-transferable)
<b>Training required</b>	CoC refresher trainings (included)	CoC 101, Homelessness 101, CE 101
<b>Attendance</b>	3 of 4 meetings annually	At least 3 of 4 meetings annually
<b>Other benefits</b>	Gap reports, grant alerts, NOFO support, 1:1 TA	Basic training and participation rights
<b>Cost</b>	\$175–\$325 based on org size	Free