



**Homebase**

ADVANCING SOLUTIONS TO HOMELESSNESS

18 February 2026

Contra Costa County CoC –  
Governance Committee  
Meeting

# Staff Introductions



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# Introductions

## Council Committee Members

Name, pronouns, seat, organization

1. **Anastasia Lockwood**
2. **Dani Jimenez**
3. **Jared Murti**
4. **Juno Hedrick**
5. **LeAnn Matthews**
6. **Sherina (Rina) Criswell**
7. **Tony Ucciferri**

## Community Members

Name, pronouns, organization

# Today's Agenda

01

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Welcome &  
Introductions

02

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Public  
Comment

03

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Level-Setting  
& Review  
2025 CoH  
Bylaws  
Revisions

04

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Review &  
Discuss Potential  
2026 Bylaws  
Revisions

05

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2026  
Governance  
Committee  
Timeline

# Committee Purpose

Review and revise the Governance Charter and Bylaws to increase the efficiency and impact of the Council on Homelessness

# Meeting Goals

1

Review purpose  
of Governance  
Committee

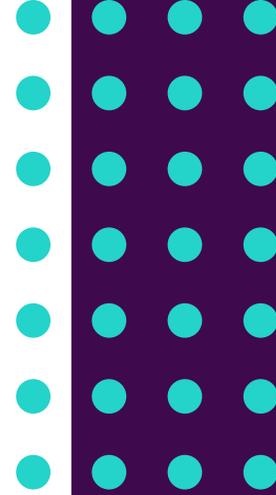
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Review & discuss  
proposed Bylaws  
revisions

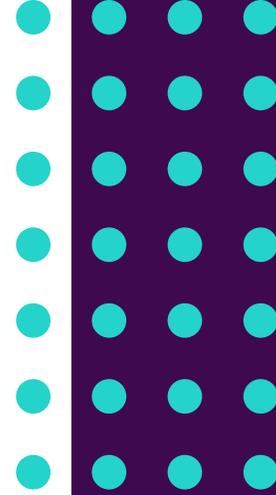
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Identify next  
steps

# Public Comment



# Level-Setting & Review 2025 Bylaws Revisions



# What are Governance Charter & Bylaws?

- Written document that brings an organization or group into existence and controls internal affairs
- Outlines main purpose and objectives of organization
- Fit the needs of a specific organization but also shares common features:
  - Official name, purpose, requirements for membership, officer titles and responsibilities, how meetings should be conducted, etc.

Sources: [BoardEffect](#) and [Bizfluent](#)

# Overview of CoH Governance Charter & Bylaws

- **Governance Charter**
  - Background
  - Structure: Council on Homelessness
- **Bylaws**
  - Overview and Mission
  - CoH Responsibilities
  - CoH Membership & Committees
    - Membership
    - Officers
    - Committee Structure

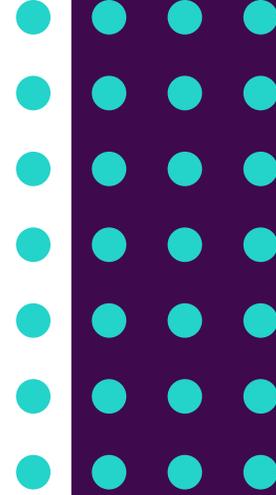
# 2025 Proposed Revisions

- 2025 revisions were not adopted, will need to include as part of 2026 package of revisions
- 2025 revisions recommended by Governance Committee:
  1. Update committee descriptions
  2. Add mechanism to fill unscheduled Council vacancies
  3. Update Council seat descriptions for consistency

# 2025 Governance Committee Memo

Governance Committee Objective	Recommendation
Ensure there are a sufficient number of applicants to fill Council vacancies, especially seats with a narrowly defined role	H3 provides data to the Nominating Committee on number of applications that have been submitted for each vacant seat over past 3 nominating cycles. Use data to inform outreach efforts and whether to edit seat descriptions.
Reduce barriers to achieving quorum for Council and committee meetings	Consider general participation challenges and balancing the following: the number of members who have decision making authority within their agency; members who are excited to and can regularly participate; and overly limiting the criteria for a specific seat that may preclude a qualified candidate.

# Review & Discuss Potential 2026 Bylaws Revisions



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# Information Sources

- Discussions at Council Meetings
- 2025 Equity, Nominating & Governance Committees
- 2025 CoC NOFO Competition Process
- Council Governance Charter & Bylaws
- Homebase expertise from other CoCs
- Conversations with H3 staff

# 2026 Proposed Revisions

1. Update Membership
2. Update Committees & Committee descriptions
3. Align Bylaws with federal policy

# Revision 1: Update Membership

- Update Council seat descriptions
- Remove specific list for potential outreach
- Clarify nominating panel composition to fill unscheduled Council vacancies

# Revision 2: Update Committees & Committee Descriptions

- Update Oversight Committee description
- Update list of Committees to ensure accuracy

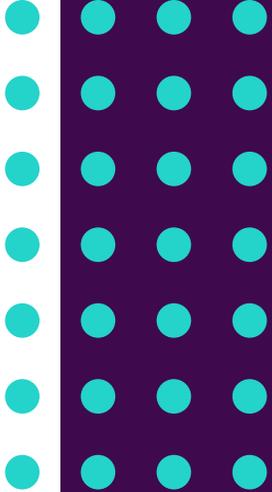
# Revision 3: Align with Federal Policy

- Update Transparency and Community Participation section

# Other Potential Changes

- Are there other changes to the Governance Charter and Bylaws this Committee should consider recommending?

# 2026 Governance Committee Timeline



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# Committee Timeline

Date	Event
Wed, 2/18/26, 1-3pm	Governance Committee Meeting #1
Wed, 3/18/26, 1-3pm	Governance Committee Meeting #2
Wed, 4/15/26, 1-3pm	Governance Committee Meeting #3 (if needed)
4/2/26 or 5/7/26	Bylaws revision update at Council on Homelessness Meeting
Starting April or May	County Counsel reviews proposed bylaws revisions
Date TBD (after County Counsel Review)	Council on Homelessness votes on proposed bylaws revisions