

# STANISLAUS HOMELESS ALLIANCE: BYLAWS

## 1. Overview

Stanislaus Homeless Alliance is the name of the collaborative entity formed to align homelessness services, planning, and funding among stakeholders in Stanislaus County. The Stanislaus Homeless Alliance consists of community leaders working to end homelessness.

## 2. Purpose of the Stanislaus Homeless Alliance

The purpose of the Stanislaus Homeless Alliance includes the following:

- A. Promote alignment and coordination of homeless services funding in Stanislaus County.
- B. Support the further development and full implementation of the Common Agenda to Prevent and Reduce homelessness, informed by aligning the multiple homelessness plans, funding and community efforts into a single vision and integrated plan.<sup>1</sup>
- C. Coordinate the development of a shared performance measurement system to assess effectiveness, quality, efficiency, access and availability of homeless services throughout Stanislaus County.<sup>2</sup>
- D. Coordinate with community partners to ensure alignment of efforts to address and end homelessness.
- E. Adopt Memorandums of Understanding (MOUs) necessary to align community resources to end homelessness.
- F. Create and implement necessary committees to carry out the responsibilities of the Stanislaus Homeless Alliance.
- G. Coordinate policies and procedures governing the provision and delivery of homeless services in Stanislaus County.
- H. Create and implement membership rules for the Stanislaus Homeless Alliance.
- I. Develop, follow, and update annually bylaws governing the Stanislaus Homeless Alliance.

## 3. Structure of the Stanislaus Homeless Alliance

The Stanislaus Homeless Alliance will consist of a membership body, as described in Section 4, a chair, and a vice-chair person. The chair and vice-chair person will be nominated by the Stanislaus Homeless Alliance and voted in annually by a majority of primary voting members or their designated alternates.

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<sup>1</sup> Common Agenda – A vision for change shared by all participants that includes a common understanding of the problem and a joint approach to solving the problem through agreed-upon actions.

<sup>2</sup> Shared performance measurement system – A common set of performance measures that multiple organizations use to evaluate performance and track progress.

## **4. Stanislaus Homeless Alliance Membership**

The Stanislaus Homeless Alliance will consist of one primary voting member and one alternate member from each of the following entities: Stanislaus County, City of Modesto, City of Turlock, City of Ceres, West County City, Focus on Prevention Stewardship Council, CSOC Leadership Council, and the Housing Authority of Stanislaus County. The Stanislaus Homeless Alliance will include East County City representation, which will consist of two primary voting members and two alternate members.

### **4.1 Primary Member Appointments**

Primary members are voting members of the Stanislaus Homeless Alliance.

For each governmental entity listed in Section 4, primary voting members of the Stanislaus Homeless Alliance will be elected officials. The board of supervisors, city council, or other governing body of each entity will vote on the elected official chosen to represent that entity on the Stanislaus Homeless Alliance.

For each non-government entity listed in Section 4, primary voting members representing non-government entities will be nominated by the governing bodies of these entities and approved by a majority of that body. Subject to the bylaws of those organizations, non-governmental entities shall prioritize the election of representatives not currently employed by a governmental entity.

Primary voting members from both government and non-government entities shall be annually appointed by governing body of their jurisdiction. In the absence of annual appointment, primary voting members' terms shall roll over, subject to the attendance provisions in Section 4.4.

### **4.2 Alternate Member Appointments**

For each government entity listed in Section 4, alternate members of the Stanislaus Homeless Alliance will be the highest-ranking administrative official in each government entity.

For each non-government entity listed in Section 4, alternate members will be nominated by the governing bodies of these entities and approved by a majority of that body. Subject to the bylaws of those organizations, non-governmental entities shall prioritize the election of representatives not currently employed by a governmental entity.

### **4.3 East and West County Cities**

The East and West County Cities will decide amongst themselves which two cities will represent these regions.

East County Cities include: Oakdale, Waterford, Hughson, Riverbank

West County Cities include: Patterson, Newman

Two primary voting members and two alternates from two different East County Cities and one primary voting member and one alternate from one West County City will be selected to represent the interests of these two areas.

The primary voting members shall be elected officials, appointed in the same manner as those in Section 4.1; and alternate members shall represent the highest-ranking administrative official in each government entity selected to represent these two areas. Terms and other provisions shall be the same as those in Section 4.1.

### **4.4 Attendance**

If a primary member fails to appear or provide an alternate for three consecutive meetings of the Stanislaus Homeless Alliance, or a majority of meetings held in a calendar year, the chair may send a letter to that members' electing body requesting that a new member be appointed.

## **5. Meetings**

The chair or designee shall convene meetings of the Stanislaus Homeless Alliance on a monthly basis, with the ability to call special meetings as needed. The meetings will follow the requirements of the Brown Act, contained in the California Government Code Section 54950, and any other applicable open-meetings laws in the jurisdictions from which members are elected.

### **5.1 Stanislaus Homeless Alliance Staff**

One or more staff member(s) of a Stanislaus Homeless Alliance member organization shall be designated and confirmed by vote of the Stanislaus Homeless Alliance. Staff responsibilities include notice and conduct of meetings and subcommittees, including publication of meeting dates, times and agendas, and retention of minutes and other documents, in compliance with the Brown Act, and other such responsibilities as identified by the Stanislaus Homeless Alliance members.

### **5.2 Public Access and Comment**

Stanislaus Homeless Alliance staff, as designated in Section 5.1, shall ensure that members of the community may contact the Stanislaus Homeless Alliance for comment and input on the agenda through electronic communication or other means, as well as through public comment at meetings.

## **6. Committees**

The Stanislaus Homeless Alliance shall establish committees to ensure community and expert participation.

## **7. Quorum for Stanislaus Homeless Alliance**

A quorum of the Stanislaus Homeless Alliance primary voting member positions filled is required for decisions that require a vote of the membership. A quorum constitutes no fewer than 6 primary members, if 10 positions are filled. In the absence of a primary voting member, designated alternates may vote.

## **8. Conduct & Conflict of Interest**

Each Stanislaus Homeless Alliance member will uphold certain standards of performance and good conduct and avoid real or apparent conflicts of interest. A member must disclose personal, professional, and business relationships when voting on funding decisions. If there is a conflict of interest, the member must recuse herself or himself from the role.