**MEMBERS OF CONTINUIUM OF CARE**

**Section 1. Regular Meetings** – Members of the CONTINUIUM OF CARE(COC) will meet on a monthly basis. Members are required to participate in at least 9 (75%) of the monthly meetings.

**Section 2. Special Meetings** – Members of the COC must attend or have a member of their organization attend all special meetings, forum, workshops etc. in order to be eligible for referral into any of the financial program for their clients.

**Section 3. Notice of Meetings** – Email notification of monthly meetings must be sent two (2) weeks prior to the meeting. The person or persons calling a special meeting of Members of the COC shall give notice thereof by any usual means (email, telephone, oral) of communication at least one (1) week before the meeting.

Attendance at all COC meetings will be reviewed and commitment to the Board will be questioned if absenteeism is regular. When a Member has missed three (3) consecutive meetings with or without justifiable excuse, the member should be contacted by the Chairperson or Vice Chairperson to determine if the individual can or wants to continue to serve on the COC. Furthermore, the individual may be placed in an inactive status and remain inactive until placed back in an active status by the Chairperson or Vice Chairperson, such period of inactivity shall not exceed six (6) months. An active member is one that has not been placed in an inactive status by the Chairperson or Vice Chairperson.

**Section 4. Rights and Privileges** – Any Member of the Continuum of Care in active status may make referrals to the Chairperson or Vice Chairperson for any eligible client that meets the defined criteria.

**Section 5. Quorum** – A majority of the number of active Members shall constitute a quorum for the transaction of business at any meeting of Members of the COC.

**Section 6. Presumption of Assent** – A Member of the COC at which action on any COC matter is taken shall be presumed to have assented to the action taken unless his/her contrary vote is recorded and his/her dissent is otherwise entered in the minutes of the meeting or unless he/she shall submit a written dissent to such action with the person acting as the Chairperson or Vice Chairperson of the meeting before the adjournment thereof or shall forward such dissent via email to the Chairperson or Vice Chairperson immediately after the adjournment of the meeting.

Any one or more or all Members may participate in a meeting of the COC by means of a conference telephone, video conferencing or similar device which allows all persons participating in the meeting to hear each other, and such participation in a meeting shall be deemed present in person at such meeting.

**Section 8. Committees of the Board** – The Members of the COC shall be required to participate on at least one of the Sub-Committees of the COC;

**LIST EACH COMMITTEE:**

Members of the COC, by resolution adopted by a majority of the number of active Members, may designate a Member to serve on more than one Sub-Committee and shall have and may exercise all of the authority of Members of the COC in the discussion and or actions of the COC.

I have read and do hereby understand and agree to the terms and conditions set forth for participating as a Member of the Continuum of Care.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_