



2023 Application/Nomination for an Elected Seat on the Executive Committee of the Michigan Balance of State COC Governance Council

The MIBOSCOC Governance Council is the lead decision-making body and board responsible for planning for the use of the US Department of Housing and Urban Development (HUD) HEARTH CoC resources and coordinating these funds with other relevant resources in the jurisdiction. Each year two of five seats are up for election as the Executives of the Governance Council (odd years elect Chair and Secretary, even years elect Vice Chair and Treasurer), and each position is a two-year term. The fifth seat is held by the past Chair to aid in continuity of efforts.

Responsibilities

- Providing overall direction and leadership of the process
- Making formal decisions for the CoC
- Strategic planning and goal setting
- Approving the selection of committee members
- Aligning and coordinating MIBOSCOC and other homeless assistance and mainstream resources
- Establishing priorities for and making decisions about the allocation of COC resources
- Monitoring and evaluating both system wide and individual project performance on established goals
- Receiving reports and recommendations from sub-committees and ad-hoc task groups
- Guiding the annual CoC Consolidated Application
- Ensuring that all necessary activities (e.g. Point in Time count) are being implemented by LPBs
- Disseminating information to all members
- Reviewing agendas and minutes from meetings
- Position specific tasks as listed in the [Governance Charter](#)

Persons nominated for the CoC Governance Council Executive Committee should possess the following characteristics:

- High level of ethical behavior;
- A working knowledge of homelessness;
- A passion for ending homelessness;
- A passion for securing equitable outcomes for all persons;
- Familiarity with one or more state or federal funding sources (preferred);
- Capability to work effectively on a team;
- Availability of time to fulfill Governance Council responsibilities; and
- Compliance with the CoC Governance Charter and/or applicable policies.

Michigan Balance of State COC Governance Council Executive Committee APPLICATION		
Applicant Name: Katrina Pelfrey		
Name of Agency/Organization (if working for or representing an agency/organization): Allegan County Community Foundation		
E-mail: kpelfrey@alleganfoundation.org	Governance Council County(ies): Allegan	
Telephone: 269-673-8344 x 208		
Address: 112 Locust St		
City: Allegan	State: MI	Zip Code: 49010
Which Elected Position are you interested in filling? Secretary	<input type="checkbox"/> Chair <input type="checkbox"/> Secretary	
If elected are you willing to participate in mandatory training for the entire CoC Board?		
<input type="checkbox"/> Yes Yes <input type="checkbox"/> No		
Explanation of Qualifications for Governance Council		
Describe your involvement with the MIBOSCOC and/or your Local Planning Body: I have served as a BOS Executive Committee member and Secretary since 1.2023. I have been the Coordinator of the Allegan County Local Planning Body since 9.2021. Currently through the end of 2023, I am providing Coordinator support to the BOS team.		
Briefly describe the experience or expertise that qualifies you to represent the specific seat identified: I have served in these roles for 2 years and devote my time and energy to serving my Local Planning Body and the Balance of State. I enjoy working as a liaison between these 2 entities.		
What are characteristics you possess that make you a strong candidate for the Board? I have excellent organizational and administrative skills and am immersed in the BOS systems and my LPB.		
What else would you like the MIBOSCOC Membership to know about you? I have enjoyed working with the BOS agencies and state partners and would be honored to continue working as BOS secretary.		
Demographics and Equity Commitment		

The MIBOSCOC is committed to growing a diverse membership to better reflect the populations we serve. Please indicate if you personally identify as part of the demographic areas from which we are seeking to increase representation. This information is voluntary and will not be shared without your express permission.

- Indigenous or Native American
- Black or African American
- Latinx or Hispanic
- LGBTQIA

- Homeless/Formerly Homeless
- System Involved Youth (eg. Foster Care, Juvenile Justice)
- Returning Citizens (persons exiting prison)

Submission Steps

Please submit this application packet by September 30, 2023 to admin@miboscoc.com and include a short professional Bio not to exceed 450 words.

- Unless otherwise notified, your nomination packet will be sent out to all MIBOSCOC membership for review.
- MIBOSCOC ballots will be provided to all MIBOSCOC registered Governance Council members as necessary.
- The election will take place October 23, 2023 at the in-person meeting at the MI Homeless Summit.
- All newly elected board members will be required to attend a CoC Orientation.