

# METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

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TO: MEMBERS, BOARD OF ETHICAL CONDUCT

FROM: WALLACE DIETZ, DIRECTOR OF LAW   
NICKI EKE, SENIOR COUNSEL

RE: DEPARTMENT OF LAW REPORT – ETHICS COMPLAINT OF  
MRS. KENNETHA PATTERSON

DATE: JULY 8, 2025

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## **I. BACKGROUND AND RECOMMENDATION**

On June 16, 2025, Mrs. Kennetha Patterson, the former chair of the Nashville-Davidson County Continuum of Care Homelessness Planning Council, filed an ethics complaint against the following respondents: Office of Homeless Services (OHS); Metropolitan Development and Housing Agency (MDHA); Strobel House (DePaul USA); and “[o]ther relevant officials and entities that obstructed grievance processes we never knew existed for the COC other committee’s”.<sup>1</sup>

The complaint asserts discriminatory practices, procedural roadblocks and systemic inequities allegedly perpetuated against individuals with lived homelessness experience by the Office of Homeless Services and Metropolitan Development and Housing Agency.

For the reasons provided herein, the Department of Law recommends the dismissal of the ethics complaint filed by Mrs. Patterson. The complaint fails to name an elected official or member of a board or commission who violated the Standards of Conduct. Further, the allegations in the complaint do not involve ethical matters. The grievances in the complaint are related to operational aspects of the Nashville-Davidson County Continuum of Care, which are matters beyond the jurisdiction of the Board of Ethical Conduct.

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<sup>1</sup> The June 16, 2025, complaint of Mrs. Kennetha Patterson is attached as Exhibit A.

## **II. DUTY OF THE DEPARTMENT OF LAW**

The Department of Law is required to evaluate the complaint, applying the law of the standards of conduct to the facts alleged in the complaint, and shall undertake an investigation as may be deemed necessary, to determine if such complaint alleges facts, which if proven true, could be deemed to be a violation of the Standards of Conduct set forth in the Metropolitan Code.<sup>2</sup> Thereafter, the Department of Law will issue a report concluding whether the facts alleged in the complaint, if true, would give rise to a violation of the Standards of Conduct, and recommending either that the complaint be dismissed or a hearing be held on the complaint.<sup>3</sup>

## **III. ALLEGATIONS IN THE COMPLAINT**

The complaint reflects various grievances concerning discriminatory practices, procedural roadblocks and inequities allegedly perpetuated by the Office of Homeless Services and Metropolitan Development and Housing Agency against individuals with lived homelessness experience. Allegations in the complaint against the respondents include:

- Exclusion of individuals with lived homelessness experience from decision-making within the Nashville-Davidson County Continuum of Care (“Continuum of Care”);
- Lack of transparency, discriminatory policies in shelter, and omission of supportive placement services; and
- Retaliation against lived homelessness experience representation through the suppression of their voices, such as the removal of the Chair of the Continuum of Care’s ability to speak at a symposium.

The complaint requests the following actions:

- A review of Continuum of Care procedural barriers preventing lived homelessness experience inclusion;

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<sup>2</sup> Metropolitan Code § 2.222.040(C)(1)(e).

<sup>3</sup> *Id.*

- An independent audit of housing allocations and service equity; and
- Immediate corrective action to dismantle retaliatory structures within the Continuum of Care framework.

#### IV. ANALYSIS OF THE COMPLAINT

##### (A) Failure to Name an Elected Official or a Member of a Board or Commission as Respondent in the Complaint.

Section 2.222.040(C)(1) of the Metropolitan Code, which addresses procedures and information that must be included in a complaint, provides:

Complaint procedures:

(a) Any person may submit a complaint *alleging that any one or more metropolitan government elected officials or members of a metropolitan government board or commission* have violated the standards of conduct or an executive order currently in effect which regulates the ethical standards of conduct for employees of the metropolitan government.

(b) *The complaint must be signed by the complainant and notarized, and must contain the following:*

- i. Complainant's legal name, current mailing address, and a valid telephone number and/or email address;
- ii. *Names of person or persons who committed the alleged violation;*
- iii. Summary of the facts giving rise to the complaint; and,
- iv. Explanation of why those facts constitute a violation of the standards of conduct or current executive order which regulates the ethical standards of conduct. (Emphasis added.)

As outlined in Metropolitan Code section 2.222.040(C)(1), a complaint *must* allege that a Metropolitan Government *elected official or member of a board or commission* has violated the Standards of Conduct. A complaint *must* also contain the *names of each person* who committed the alleged violation and an explanation of why the facts alleged constitute a violation of the Standards of Conduct.<sup>4</sup>

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<sup>4</sup> Metropolitan Code § 2.222.040(C)(1)(b).

Mrs. Patterson’s complaint names the following respondents: Office of Homeless Services (OHS); Metropolitan Development and Housing Agency (MDHA); Strobel House (DePaul USA); and “[o]ther relevant officials and entities that obstructed grievance processes we never knew existed for the COC other committee’s”.

The Office of Homeless Services, Metropolitan Development and Housing Agency, and Strobel House are not proper parties to an ethics complaint, since these entities do not qualify as elected officials or members of a board or commission. The complaint lacks the basic information mandated by Metropolitan Code section 2.222.040(C)(1). The Standards of Conduct do not authorize the filing of an ethics complaint against a Metropolitan Government department or agency. Further, as specified in Metropolitan Code section 2.222.060, ethics complaints against employees who are not members of a board or commission are made to the employees’ appointing authority.

**(B) Lack of Allegations in the Complaint that Implicate Ethical Matters.**

The Metropolitan Standards of Conduct were enacted in response to state legislation mandating that local governmental entities adopt ethical standards for all officials and employees of such entities.<sup>5</sup> The term “ethical standards” is defined in the state enabling statute as follows:

“Ethical standards” includes rules and regulations regarding limits on, and/or reasonable and systematic disclosure of, gifts or other things of value received by officials and employees that impact or appear to impact their discretion, and shall include rules and regulations regarding reasonable and systematic disclosure by officials and employees of their personal interests that impact or appear to impact their discretion. *The term “ethical standards” does not include personnel or employment policies or policies or procedures related to operational aspects of governmental entities; ....*<sup>6</sup> (Emphasis added.)

The Standards of Conduct and the state law requiring the adoption of ethical standards are intended to protect and secure the processes of local government from corruption.<sup>7</sup> The Standards of Conduct and the state enabling statute are aimed at

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<sup>5</sup> See Tenn. Code Ann. § 8-17-103.

<sup>6</sup> Tenn. Code Ann. § 8-17-102(a)(3).

<sup>7</sup> See Tenn. Code. Ann. § 8-17-101: “It is the intent of the general assembly that the integrity of the processes of local government be secured and protected from abuse. The general assembly recognizes that holding public

disclosure of interests, financial improprieties, improper influence of officials, and acceptance of benefits by officials.

The Board of Ethical Conduct is not the appropriate forum to address the grievances outlined in Mrs. Patterson's complaint, which are matters related to operational aspects of the Continuum of Care. The complaint does not allege matters that are within the purview of the Standards of Conduct or the definition of "ethical standards" set forth in State law. Further, the remedies requested in the complaint are beyond the jurisdiction of the Board of Ethical Conduct.

## **V. CONCLUSION**

It is the opinion of the Department of Law that the allegations in the complaint filed by Mrs. Kennetha Patterson, if true, would not give rise to a violation of the Standards of Conduct. Therefore, the Department of Law recommends that the Board dismiss the complaint in its entirety.

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office and public employment is a public trust and that citizens of Tennessee are entitled to an ethical, accountable and incorruptible government."

## **Exhibit A – Complaint of Mrs. Kennetha Patterson**

**HUD Continuum of Care Formal Complaint from Current Homeless Planning Council  
Chair Regarding Discriminatory Practices in Nashville-Davidson County**

Filed on 06/10/2025 Pursuant to Metropolitan Code of Laws § 2.222.040

**Complainant Information:**

Legal Name: Mrs. Kennetha Patterson

Title: The Homeless CEO Storyteller of poverty & homelessness

Mailing Address: 639 Crutcher St. Nashville TN 37206 Davidson County

Contact Information: 629-932-0029 , InnovativeJOBSSolutionsLLC@gmail.com

**Respondents:**

- Office of Homeless Services (OHS)
- Metropolitan Development and Housing Agency (MDHA)
- Strobel House ( DePaul USA )
- Other relevant officials & entities that obstructed grievance processes we never knew existed for the COC other committee's .

**Summary of Facts:**

The Nashville-Davidson County Homeless Continuum of Care (CoC) is responsible for developing and implementing strategic policies to support individuals experiencing homelessness. Despite community efforts and calls for COC wide inclusive, equitable decision-making, significant barriers continue to prevent the full integration of individuals with lived experience into the framework, as marked by both our attached current annual strategic plans .

Discriminatory practices, procedural roadblocks, and systemic inequities perpetuated by OHS, MDHA, as the collaborative applicants within the CoC actively suppress the participation of those most impacted by homelessness. These practices stand in contrast to best-practice models that prioritize inclusion and equity Nationwide.

**Key concerns include:**

**1. Exclusion from Decision-Making Processes:**

Individuals with lived experience face obstacles when seeking involvement in strategic planning and leadership roles within the CoC.

**2. Disparities in Housing Allocations:**

Lack of transparency , SOC ( Standards of Care ) grievance and discriminatory policies in shelter and omission of supportive housing placement services, particularly within Strobel House (DePaul).

### **3. Inequitable Resource Distribution:**

Service gaps disproportionately affect marginalized groups confirmed by HMIS data, with inadequate representation and engagement in funding allocations and policy formulation.

### **4. Retaliation Against Lived Expertise Representation:**

Despite efforts to invite the Chair of the CoC — who brings trailblazing , unique executive lived expertise — retaliatory actions were taken, including the removal of my ability to speak at the recent State of Homelessness Symposium. This suppression of voices directly contradicts the principles of transparency and inclusivity.

### **Violation of Standards of Conduct:**

These issues constitute clear violations of equity principles and obstruct the progress toward a fair, community-driven approach to homelessness response. As outlined in Metropolitan Code of Laws § 2.222.020, ethical governance demands that decisions be made with integrity, transparency, and inclusion. Failure to uphold these standards directly undermines the effectiveness of the CoC.

### **Requested Action:**

In alignment with community-driven efforts and national best practices, I formally

request: ● A review of COC procedural barriers preventing lived-experience inclusion.

- An independent audit of housing allocations and service equity both raw answers from reports that have been done recently.

- Immediate corrective action to dismantle retaliatory structures within the CoC framework.

### **Call to Action:**



We ALL must ensure that the CoC reflects the realities on the ground — not just pretty data points, but the real lived experiences that trauma inform compassionate, practical, and lasting solutions. The voices of those most impacted must be actively integrated into the process. Meaningful policy reforms and accountability measures are necessary to uphold fairness and transparency.

actual or potential conflicts of interest and their recusal from participation in the decision.

CoC HPC members must sign a conflict-of-interest form annually, affirming that they have reviewed the conflict of interest policy and disclosing any conflicts of interest they face or are likely to face in fulfilling their duties as HPC members.

#### **F. Compensation**

**1. HPC Members:** In accordance with the Metro HPC members receive no compensation as a condition of their membership on the HPC.

**2. People with Lived Experience:** The CoC recognizes the value and importance of authentically and meaningfully engaging people who have previously or are currently experiencing homelessness. Individuals with lived experience shall be compensated for their time and expertise shared with the CoC.

**i. Pay Rate:** The current rate of compensation for CoC participants with lived experience is \$20 per hour. This rate may be revised upon a vote by the HPC. As the CoC endeavors to be flexible and meet the needs of all members, CoC participants with lived experience may choose to receive eligible compensation either through a direct deposit (upon completion of a W-9 form and ACH agreement) OR via equivalent gift cards (in accordance with Metro's gift card policy). This compensation shall be drawn from the CoC Planning Grant, which is managed by the Collaborative Applicant.

**ii. Applicable Hours:** People with lived experience shall be compensated for time spent in CoC general membership meetings, CoC committee meetings (including CAB), and CoC trainings. Participants shall not be compensated for time attending HPC, as this conflicts with law governing Metro Nashville Boards and Commissions. When people with lived experience attend CoC Committee meetings, including the CAB, they may also be compensated for up to 30 minutes of travel time per meeting.

**iii. Documentation Requirement:** Adequate documentation of compensation shall be maintained by the Collaborative Applicant. This shall include individual time sheets with the names, dates, hours, locations, and descriptions of all billable hours.

#### **G. Dissolution of the Nashville-Davidson County Continuum of Care**

In the event the Nashville-Davidson County CoC is dissolved, and the group owns any assets in excess of those needed to discharge fully its obligations, such assets shall be distributed exclusively to independent non-profit human service organizations devoted to the health, welfare, and well-being of citizens of Nashville.

#### **Section X. Adoption and Amendment of Governance Charter**

## **Ethical Violations & Accountability**

There is clear evidence of **OHS manipulation** affecting meetings, lived expertise, and finances. This extends to **MDHA**, the previous **Collaborative Applicant**, with documented [Total Pay Act violations](#) from **both entities**.

- We have **black-and-white receipts** and extensive recordings of major events for anything said here today factually.
- Violations have **directly harmed lived expertise**, distorted **community discussions**, and **weaponized the Open Meetings Act**.
- Most **HPC members** recognize this manipulation's impact on our ability to work together and heal this community to end homelessness is the larger GOAL .
- The **Mayor's Office must act now** on our **OHS Ethics Complaint**, particularly regarding **HUD planning grant funds & The fact no other chairs have encountered what myself and April Burns Norris have even Jamie Villegas whom also has a dual role** .

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## **Financial Repayment & Compensation**

Since **February 2025**, financial instability for the lived expertise community has deepened due to repeated unethical actions all but one who sided with OHS she's been rewarded we can tell , she also speaks about it on our recordings as well.

- **Lived expertise leaders**, including the **Youth Action Board**, have suffered financially. Youth were able to simply eat when we got paid verbatim.
- Compensation must reflect the **disruptions and retaliation** we've endured, and the increases we should have seen in two years of invisible, literally hidden work .

- **Metro Legal has ignored multiple requests to attend Governance and Charter meetings on Lived Expertise ordinance blockage and also any other blockage across the metro nashville charter and our coc charter** —Mrs. April will address this further.
- **On March 2, 2025, I raised concerns to Mr. Keidron Turner at the Mayor's Office regarding a halt in collective pay**—this predates the latest abrupt stoppage 02/24/2025.
- This is **repeated clear labor theft** from both Collaborative Applicants, plain and simple.

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### **Disrupted Meetings & Lost Expertise**

Many discussions were **silenced, hindered, or manipulated**, leading to setbacks.

- **Documents were revised without us**, forcing adaptation outside standard **HPC processes**, Also isolating Chair trying to get me to make decisions for community I kept refusing and stopped attending their " tame me " Meetings I talk about this on one HPC recording , and have other recordings of this behavior.
- I faced **two misconduct accusations**—one via email (Allison Cantway), the other verbal (Director April Calvin) at the staged walk out explained below , OHS never went public about my supposed " Misconduct " to this day besides hiring Paul Warner coming up on Wednesday for our Unnecessary Community drama it says that verbatim . ( I have both flyers the original one was changed btw , proven document manipulation )
- **Staged walkouts, secret meetings, and covert retaliation** have targeted me as Chair—this is recorded and documented.
- **Critical meetings** were blocked, affecting key leaders and our collective work, **after staged walk out lived expertise meeting was sabotaged the next week noone showed up** . I also have this all on recording including OHS plotting to cancel my next meeting under the guise it was my decision .

- **Retaliation intensified** for me after I **stood in solidarity with Old Tent City residents**. No other Chair would have taken that stand, yet the consequences are telling, also connected to the staged walk out it was within the same week.

The **expertise dismissed** must be acknowledged, and **fair compensation providing for pain and suffering, our bodies feel like mack trucks hit us often due to repeated inflicted trauma at the hands of OHS** —especially to **Executive lived expertise leaders**, except one of us whom declined lived expertise payment.

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## **Urgency & Action Steps**

This cannot be ignored anymore—we demand immediate corrective action.

- **Swift financial corrective measures** must be taken.
  - **Ethical leadership requires accountability and repayment** to restore trust.
  - We stand on **real events** not emotions , demanding fairness and **the ability to work without hostility**.
  - **Accusations of bullying** have been **weaponized against us**—the community sees through these manipulations and is ready to speak out.
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## **Solutions & Next Steps**

We only ask to **continue our work without barriers**. [Official Lived Expertise Cohort Annual Plan \( Name to be changed soon \)](#)

- **Immediate action** must be taken to **restore payment** for our **independent vendor services** that **OHS has interfered with**.
- **Open Table Nashville** . is the ideal **pass-through** for our **lived expertise multi-cohort HUD Planning Grant funds per Governance Charter Chair April Burns Norris** as they showed up to be that entity, which have supported us for **two years prior to CA**


**switch as vendors** . General Membership stated if they knew that at the beginning they never would have chosen OHS for Collaborative Applicant this is also factual and should be in that months notes from the GM meetings .

- This model is a **national best practice**, and we are ready to **further research** it alongside the **Governance Charter Committee**, whom is creating the **greivance process with other committee's** .
  - **Community Bridges Inc. Chair** is here today and will speak about **professional development training** for lived expertise members, she requested from Allison Cantway .
- I am **personally interested in the UHS Housing Coordinator Position** mentioned by the Mayor.
  - I have also been factually **blackballed from Metro Nashville Government employment** due to **long-term retaliation**, I am one of the **most qualified candidates** countywide & my reach is already national & global some of us are going to be trained in Italy for 3D printers,not to mention my ultra **deep community connections** and **direct outreach impact**.

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## **Supporting Documentation**

To support these claims, we have published accounts that detail both **our work and the injustices we face**, also above is page 21 of the current version of the COC Governance Charter factually stating we shall be paid ( NOT any of our HPC Chair / Committee or Executive HPC Committee's all others are to be paid never HPC that is overstood ) :

 **Hidden Gems & Inspiring Stories** *(Nashville Voyager) Mrs. Kennetha Patterson " The Homeless CEO " Mrs. April Burns Norris Community Bridges INC. is also being featured . This is happening to literal Hidden GEMS we are cultivating others as well OUT of homelessness !*

 [Read Here](#)

 **Housing Last—What Problem Are They Solving?**

 [Read Here](#)

 **Updated Receipts & Corrections**

 [Read Here](#)

**Advocates Demand Accountability for Unpaid Lived Homeless Expertise, Disbanded Committees, and Systemic Silencing by Nashville's shiny new Office of Homeless Services**

FOR IMMEDIATE RELEASE

From

06/05/2025

Nashville, TN – Community peer to peer advocates with lived experience of homelessness are calling for urgent action against the Office of Homeless Services (OHS), which continues to deny payment for their expertise despite explicit provisions in the Continuum of Care (CoC) charter mandating compensation for the groups communal contributions .

In addition, advocates believe that the Office of Homeless Services —serving as the HUD CoC collaborative applicant for Nashville — has overstepped its role by actively disrupting committees led by lived experts of homelessness, undermining their work instead of providing legitimate support.

While the CoC office manager works diligently to fulfill their responsibilities, intentional restrictions and documented obstruction from the Office of Homeless Services make it nearly impossible to provide the full scope of support needed by advocates.

This ongoing issue has plagued our invisible community for over two years, with many advocates fighting against this suppression.

While the Chair does not expect compensation for Homeless Planning Council work, as it is voluntary, committee work has always been paid.

This is not the first time a collaborative applicant has interfered with payments, and since February 2025, 13 people have experienced halted , sporadic or obstructed compensation, following similar patterns seen in previous collaborative applicant incidents.

One vacant paid position has been replaced but needs to be updated on the roster, and internal discord is definitely used to sabotage lived expertise, with certain individuals actively undermining committees during challenging truth-based discussions.

At a recent workshop, Open Table Nashville stepped forward as a potential financial passthrough for members with lived expertise, yet HUD planning grant funds earmarked to pay those members remain under OHS control.

OHS falsely claims that any fiduciary must self-pay advocates independently outside of HUD planning grant funds — contradicting HUD's funding structure for people with lived expertise.

CoC committees technically remain intact, but only for those who comply with the Office of Homeless Services' directives.

Those who challenge them face retaliation: Discord is deliberately sown among CoC members, creating instability that is then blamed on members with lived expertise themselves. When concerns are raised, advocates are dismissed, labeled “disgruntled,” and portrayed as “not credible.”

The most blatant suppression occurred during the recent 2025 State of Homelessness Symposium, where certain attendees within the Continuum of Care were offered and then denied the opportunity to speak.

Among those impacted was Homelessness Planning Council and Consumer Advisory Board Chair Kennetha Patterson, who was initially invited to speak at the symposium by OHS, but was later deselected in favor of a national consultant, sidelining local lived expertise entirely.

These violations are not isolated incidents. Advocates have repeatedly sought community-led solutions, only to be dismissed by leaders of the city they are trying to assist. Metro’s focus appears to be on ensuring Nashville remains a welcoming place for tourists, rather than ensuring our unhoused or disadvantaged neighbors are receiving proper support under the city’s “Housing First” strategy.

"This isn't just about one isolated event—it's about a series of repeated, deliberate, and documented efforts to erase lived expertise from critical decision making spaces within the Metro Nashville and Davidson County CoC," Chair Patterson says. "Our current strategic plan focuses on incorporating lived expertise into the COC not driving them away by hardships.



"We are expected to contribute, yet we are denied compensation, barrier-free leadership, and the ability to speak freely without fear of retaliation when we speak the truth."

Advocates demand immediate action from Nashville Mayor Freddie O'Connell and his administration, which has yet to respond collectively to these concerns, including a request to file an ethical complaint in May.

Advocates also call for the restoration of integrity in all community committees, immediate enforcement of compensation for commitments outlined in the CoC charter, and accountability from Metro officials for continued suppression of voices in federally funded homelessness services.

Local leaders, legal experts, and the broader community are urged to stand together to ensure that lived expertise is restored in justice, protected, and meaningfully included in policy making, as outlined in the CoC strategic plan.

"Who does the Chair of a council or committee report to when the entire city ignores her?" asks Chair Patterson. True community doesn't erase voices—it listens, acts, and uplifts."

Will provide supporting documents upon request that we have, it's too many amongst all the humans injured in this ongoing unnecessary invisible fight , toward lived expertise of homelessness .

## Chair of HPC of the COC Nashville Davidson County Ethical Grievance

Dear All Constituents, Council & Executive Members, Stakeholders, The City of Nashville-Davidson County,

**Subject : Formal Ethical Grievance Regarding HPC COC Executive Committee Meeting – Urgent Call for Accountability**

I am writing to formally express my grave concerns regarding yet another distressing and hostile incident that occurred during the Executive Committee meeting on **April 24, 2025, at 8:30 AM** .

*Please note the incident is the second time that ohs has in writing and verbally in that order violated me for " misconduct " without making it very public that they did so .*

### Recording:

[https://drive.google.com/file/d/17pJ2Z-wt\\_qL4dyXm5Cz\\_EkMf7gKSnf2Q/view?usp=drivesdk](https://drive.google.com/file/d/17pJ2Z-wt_qL4dyXm5Cz_EkMf7gKSnf2Q/view?usp=drivesdk)

As Chair, I have upheld my responsibilities with *integrity, transparency, and a commitment to "do no harm, throughout the COC "* yet the events of this meeting were beyond **deeply traumatic** for me and violated the core principles of professionalism and mutual respect in and out of community .

It is essential to acknowledge that my position is " not just a mere title , but the most unique pervue " As I serve as Nashville's very 1st historical translating voice between & as a service provider and those with lived experience to deploy, develop and design lived expertise into this collective COC work .

My role is to ensure that the perspectives, needs, and realities of unhoused individuals are " **not only heard but acted upon with dignity and accountability.** "

However, the actions exhibited during this meeting directly undermined that entire mission, intentionally creating an environment that silences critical voices and blatantly dismissed the lived experiences that must shape already critical meaningful policy decisions local, regional , state & already National, Globally .

The meeting featured **abusive and coordinated actions** from Office of Homeless Services (OHS) staff and Executive Committee members whom I want each replaced immediately except Pastor Handy that was not present unless if he so happens to also wish to roll off as well he is more than welcome to do so or stay in the work .

Each individual presented with behaviors that appeared **super rehearsed and deliberately orchestrated** to undermine my direct personal leadership as displayed on the recordings.

I feel this is all in retaliation for my signing in Solidarity with tenants of Old Tent City to slow down the process , and literally process them properly.

Old Tent City press release :

<https://docs.google.com/document/d/1KERr7uBiMFwW00BQIGhK-OLJNIFe51KTgSBGXYzcAW0/edit?usp=drivesdk>

This including the many slanderous ways of making me seem harmful , my own co chair was giving me all the reasons Lived Experience should not be paid , each person felt like they had a role tactically to trigger “ Misconduct “ the Councilwoman in my committee is always so disrespectful towards my intelligence , she cusses each meeting since inception.

These collective actions did not simply degrade the decorum of the meeting—they continued to further “ **eroded trust, hinder progress, and perpetuated a culture of exclusion** “ that directly harms “ **the very constituents we are meant to serve , including their very 1st Chair with Lived Expertise only one of the main victims of this cycle .** “

Prior to this meeting, I have “ **reached out to city officials A - Z** “ and have been ignored by most, not all, requested to be placed on the docket greater than 5 days ago to Public Safety Committee , “ **attempting to create a constructive dialogue and proactively address concerns With our City** “ .

( By example of The City of Austin )

Despite ALL my efforts year after year we are now HERE , “ **my outreach has gone unanswered on multiple levels** “ , reinforcing a pattern of negligence that allows harm to continue unchecked.

“ **When leadership fails to acknowledge grievances, communities suffer.**” The consequences of inaction extend beyond my OWN personal experience—they impact “ **every individual relying on this council to champion equitable policies and services.** “

I formally request a “ **thorough independent review of this incident, and for appropriate corrective measures** “ to be taken against harmful behavior exhibited by OHS staff and committee members we do have suggestions as well or want to be at the forefront of the process .

Furthermore, I urge the “ **implementation of safeguards** “ to prevent similar incidents in the future, ensuring “ **that individuals who represent the lived experience of homelessness are respected, valued, and given an active role in shaping policy decisions.**”

The Open meetings act calls for recording we also have been blocked from doing so my evidence here quadruple confirms why we want each meeting recorded for note taking and real misconduct .

For transparency, I have prepared recorded documentation of the events, including a **detailed account of the meeting, prior communications the person that said it was my second time bullying her has a whole conversation with me alone** “ until OHS arrives then she's shifts to their side in a cliquish or coupe manner “, and audio recordings , more people with more stories “ to substantiate this grievance.

I welcome an opportunity to discuss this matter “ **directly in person or virtually** “ and trust that the “ **City will finally take this issue seriously, ensuring justice and accountability prevail for invaluable lived expertise of homelessness .**”

**Attached :**

First partial recording and transcript both are unsynced to words in the recording.

[First partial recording of The Executive Committee meeting with unsynced transcript](#)

Second recording below (captured discussions when I stepped out of the room) .

[Second recording after Chair Patterson intentionally left the room but otter was still taking notes , a plot was devised to cancel my next meeting because I was a harmful threat and OHS staff did not feel safe](#)

Dear Mayor O'Connell,

Happy Father's Day to you and as the grandson of an Italian immigrant family, thank you for standing up for the immigrant families of Nashville in the face of ICE and the President.

I am writing this evening to beg you, please stand up for our homeless Nashvillians as well. Your actions seem incongruous when you said at last week's homelessness symposium that you had to close the homeless encampment at Old Tent City (without an adequate housing supply) because of state law. Why do you do this to our poorest and most vulnerable Nashvillians to appease the state, but stick your neck out for non-Americans to spite the president? Can't you help both? You ordered the Metro YouTube channel comments to be turned-off, you wouldn't allow questions from us directly at the "town hall" during the symposium and now, you use back-doors to sack the OHS staff (through the Continuum of Care Nominating and Membership Committee) on our first Homelessness Planning Council Chair with lived experience, Kennetha Patterson, to push her out of the HPC by not nominating her again. We need her leading us and we need to empower more like her.

It's painfully obvious that you haven't supported her, but is that because you don't want her in that position or is it because you don't care? I and many others volunteered on your campaign and contributed to get you into office because we thought you would do all you could to help the homeless. I doubt I have a favor to use with you, but I would use it to ask you to get behind Kennetha if I could.

It is imperative to have an HPC chair with lived experience. I'm sure you understand that people with lived experience on the Consumer Advisory Board are still scraping by on Section 8 housing or disability checks and barely paying their phone bills. That's why these middle of the workday meetings are exclusionary and why these people need to be compensated for their involvement. That's why the meetings need to be recorded and shared. That's why we need to be able to comment both in meetings and on social media sites like YouTube. We need to meet people where they are. Their wisdom and experience is fundamental in our work. Kennetha may have made waves by advocating for CAB compensation and by advocating for more (much more) permanent supportive affordable housing, but that's exactly what we need. Even if you don't want to hear it again.

We often think we know best, but that's how the chronically homeless fall through the cracks of the system in the first place. They know what's wrong with shelters like the Nashville Rescue Mission because they've lived there. They know what's wrong with encampments because they've been hurt there. It's our policies that have let them down without housing and left them unsafe or without basic necessities like sanitation services in encampments. They just need our support to discuss what needs to be changed and how. That's why Kennetha needs our help. Please urge your staff in the OHS and Planning to get behind her and empower her in another term on the HPC instead of undermining her leadership. Ask them to listen to her and take her advice into consideration.

Again, Happy Father's Day. And today, please look out not only for the homeless adults that have been evicted from the Old Tent City encampment, but for all the homeless children of Nashville. The 371 literally homeless children in our streets and the 4,500 homeless children in our schools.

Yours Truly,

Jonathan Rizzo  
Lead Technician  
American Piano Tuning  
518-986-7877  
AmericanPianoTuning.com

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**Kennetha The Homeless CEO Patterson** <innovativejobssolutionsllc@gmail.com>

Sun, Jun 15, 2025 at 10:16 PM

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Mrs. Kennetha The Homeless CEO Patterson Storyteller of poverty and homelessness, Digital Contact Card :

<https://blinq.me/SWVCYv0aSxB5CzZUX5Ju>

[Quoted text hidden]

**A Solution that is currently being held up & unpaid by OHS , I'll print our version of our CAB bylaws, our policy and Advocacy Chair also Drafted and they changed our work to an OHS version. I'll include that as well .**

Their role is to support us and to not interfere , Director April Calvin is explicitly attempting to block us from rightfully receiving the planning grant dollars to pay for live experience community WORK , by leaning on a Metro Nashville Davidson county ordinance about boards and commissions. We are a committee under general membership of the COC at least it's supposed to be THAT OHS twist these facts intentionally .

However, even if they cannot pay us it can pass through to the entity that wants to actually pay us which is Open Table Nashville . Director April Calvin is claiming doing so is extortion , not sure how but our coc charter states we shall be paid from that pot of money ?

## **Lived Experience Program Annual Plan 2025 - 2026**

### **Strategic Objectives:**

1. Empower individuals with lived experience of homelessness.
2. Develop innovative job solutions, diverse workforce options with building community CAB partners .
3. Foster peer to peer led community engagement and support.
4. Promote systemic change and housing justice.
5. Implement eviction prevention and crisis resolution.
6. Address all housing disparities leading to homelessness in Nashville Davidson County before families reach the point of losing their dwelling.

### **Program Overview:**

Innovative JOBS Solutions LLC, founded and autonomously The Home of Mrs. Kennetha "The Homeless CEO" Patterson, Enhanced Asset & Lived Experience storyteller of poverty and homelessness, who also serves as the dual Nashville Davidson County COC Homeless Planning Council Chair and Consumer Advisory Board (CAB) Lived Experience Program Chair.

Mrs. Kennetha is dedicated to leveraging the lived experiences of individuals who have faced homelessness to drive systemic change and create economic communal opportunities.

This annual plan outlines the goals, key activities, and resources required to achieve our collective strategic objectives over the course of a year, with a particular emphasis on eviction prevention and crisis resolution based on Dr. Sam Tsemberis' Housing First model, and addressing housing disparities in Nashville Davidson Countywide.

### **Consumer Advisory Board (CAB):**

The Consumer Advisory Board is a group of people with lived expertise of homelessness who advise and inform the Nashville-Davidson County Continuum of Care (CoC). The perspectives of people with lived experience are vitally essential to having an informed strategy for ending homelessness. CAB participants are no longer compensated \$20 per hour for time spent in CoC meetings and training as of 02/24/2025 as it is NOT mandated by HUD to do so per OHS & Metro Nashville Davidson County Governments on official letterhead .

Those who attend this meeting used to be paid \$40 (for 1.5 hours spent in the meeting + travel time) in Dollar General Gift Cards or Direct Deposit. Members of the YAB proclaimed how sometime those cards were the only way they eat daily went they were getting them, so not only were they punished by this the adults are as well simply for speaking facts in our situations it can't help but feel like retaliation ....

The Collaborative Applicant Office of Homeless Services integrating our lived expertise into the COC as a whole cross pollinating each committee and bringing information back to create a foundation of priorities mentioned above to build our first cohort of members.

Mr. Albert Townsend Lived Experience Director has worked with us all to formulate our strategic plan for CAB Lived Experience program , what I am presenting is my unilateral report alongside all recommendations from National Alliance to End Homelessness.

#### **Sustainability Assessment:**

It is imperative that we take proactive steps to address the housing disparities in Nashville Davidson County under these 8 key areas of our sustainability assessment , we collected from the larger CAB @ The Contributor workgroups :

1. Environmental Support
2. Funding Sustainability
3. Program Adaptation
4. Communication
5. Strategic Planning
6. Partnership
7. Organizational Capacity
8. Program Evaluation

Our key points and themes focused on creativity,transparency, accessibility, crisis intervention & resolution, resident empowerment, and collaboration with all possible community partners. It is crucial that we work together always to create a more inclusive approach to preventing homelessness and ensuring safe and stable housing for all residents.

#### **CAB 1st Cohort Leader Team Members ( 10 ) :**

**Lived Experience Chairs Executive Cabinet COC Dot Connectors ( 4 ) :**

**April Burns Norris , Jamie Villiegas , Liz Mallard ( pending due to staged walk out on HPC Chair ~ myself also very unfortunately brilliant mind and resources but OHS has trained All my regular executive committee all of them , half my lived expertise board is manipulated ) , Mrs. Kennetha The Homeless CEO Patterson ( Each one holds multiple responsibilities across the COC primarily overarching Chair positions and Executive functions for each ) would be a part of the executive committee to help with planning COC wide as a lived experience enhancement into all committee tributaries. The Executive Team also has the autonomy to not attend the CAB meetings is not mandatory unless it be their committee they have been attending just making sure they are in guiding leadership roles as veteran Lived Experience .**

**1. James Johnson ( resigned within Mr Johnson's disability he could not long suffer with us through made up obstacle unfortunately because his brain was brilliant) so his seat is vacant .**

**Replacement is Mr. Tony Morning Coffee Artist.**

- **Role:** To be created
- **Background:**

**2. Robert Knight**

- **Role:** To be created
- **Background:**

**3. Nefeteriyah Rollins**

- **Role:** To be created
- **Background:**

**4. Daniel Holmes**

- **Role:** To be created
- **Background:**

**5. Ms. Alice**

- **Role:** To be created
- **Background:**



#### **6. Aquarius Heidelberg**

- **Role:** To be created
- **Background:**

#### **7. Chris Scott**

- **Role:** To be created
- **Background:**

#### **8. Mary Norris**

- **Role:** To be created
- **Background:**

#### **9. Mrs. Helen / Aumatulah**

- **Role:** To be created
- **Background:**

#### **10. Tammy Branham**

- **Role:** To be created
- **Background:**

### **2024 - 2025 Annual Plan:**

#### **Q1: December 2024 into January - March**

- **Goals:** Orientation for participants establish our own community agreements , Establish program framework .
- **Key Activities:** Develop training modules, create outreach materials.
- **Strategic Alignment:** Collectively tabulate Objective 1 & 2.

#### **Q2: April - June 2025**

- **Goals:** TBD by group .
- **Key Activities:** Conduct training sessions, initiate community partnerships.
- **Strategic Alignment:** Collectively tabulate Objective 2 & 3.

#### **Q3: July - September**

- **Goals:** Expand program reach, refine based on feedback.

- **Key Activities:** Scale up operations, host community events.
- **Strategic Alignment:** Collectively tabulate Objective 3, 4 & 5.

#### **Q4: October - December**

- **Goals:** Evaluate program impact, plan for the next year.
- **Key Activities:** Analyze data, publish findings, secure additional funding.
- **Strategic Alignment:** Collectively tabulate Objective 4 & 5.

#### **Resources Needed:**

- **Funding:**

**Requesting a CAB member vote on the Office of Homeless Services COC Collaborative Applicant the proposed \$35,000** from the Nashville Davidson County COC Consumer Advisory Board Collaborative Applicant Partner. This will be used for all professional & wellness development for the group over the next year, including 10 members in the inaugural cohort and 4 lived experience veteran chairs as our new executive committee, as requested also to meet with the existing executive committee.

- **Autonomy:** We seek the autonomy to fundraise our own funds through our own mechanisms, from a mutually agreed upon fiscal sponsorship community partner as suggested by OHS with pass through ability of our designated HUD planning grant funds , that we shall be paid from pg 21 COC Charter .
- **Transparency:** Our Collaborative Applicant Partner & Community at large providing transparent access to all align opportunities and connect us with the Mayor's office to engage with the 35 Davidson County district council members in our CAB Lived Experience programming.
- **Eviction Prevention and Crisis Resolution:** Implement eviction prevention and crisis resolution as prescribed by Dr. Sam Tsemberis' Housing First model, focusing on providing immediate housing and addressing crises.
- This includes partnering with the Eviction Right to Counsel system by the Legal Aid Society and restarting the eviction prevention hotline & H3 Triage System via our policy and advocacy chair's nonprofit, Community Bridges INC that is already in the United Way System and has successfully been helping clients with prevention greater than one year now .

## Goals:

1. Create various avenues toward a strong network of peer-to-peer support systems for residents in need of housing assistance, including our own version of a back against the wall fund. (Creating ways to pour in on our own by talents folks already possess)
2. Be included in the countywide transportation plan; there's so many various ways for us to be included in the solutions that intersect housing, our voice are the most vital!
3. Implement resident-led crisis response systems connected directly in with OHS to address immediate housing needs , with District HUBS created by Lived Experience Power Mapping using [Homeless Resources - Shelter App](#) Amanda Richer Co - Chair of National Ellen Daley Advocacy Consumer Advisory Board ( Mrs. Kennetha The Homeless CEO Patterson is a member & has some co op projects coming including beta testings to improve National into our local systems FREE of CHARGE please note ) .
4. Process all data we receive to produce our own documents, research, and data from the CAB body of work tracking impact of our 1st cohort , would LOVE to work with the NAEH Community Support Team on all of this carrying out the alignment of the strategic plan.
5. Collaborate with all other committees and have our own workgroups and teams; this is already being mapped out see above Executive branch to selected cohort !
6. Empower residents to be part of healing & all solutions to the housing crisis in Nashville Davidson County.

## Action Steps:

1. We would appreciate the opportunity to collaborate with all 35 jurisdictional council members for all constituent stakeholders of the county housed or at total risk of loss ,of housing , this & all potential community partners leverages all resources and largely Lived Expertise in addressing housing disparities as a True Enhanced Assets to all of Nashville TN.

2. Advocate for increased funding for safe and stable housing initiatives to ensure all residents have access to affordable housing.
3. Engage residents in decision-making processes to ensure their voices are heard and their needs are met.
4. Members request special cohort identification

( we can think through this as a group in orientation our beginning is planning and learning space )

### **Success Metrics:**

1. Increased innovative creation and access to safe and stable housing for all residents in Nashville Davidson County.
2. Reduction in homelessness episodes through proactive intervention and supportive before and after services.
3. Improved satisfaction and well-being of all residents receiving housing services.
4. Internal Workforce Development

### **Sustainability Plan:**

To sustain the program, we will establish long-term partnerships with local businesses and community organizations. We will also seek additional funding through grants and donations, and implement a self-sustaining business model that generates revenue through the services we provide. Our goal is to create a resilient and adaptable organization that can continue to support individuals experiencing homelessness long into the future.

### **Conclusion:**

By working together with the Office of Homeless Services and building & implementing ongoing proposed strategies by myself with The People, we can make a significant enhanced collective impact in addressing housing disparities in Nashville Davidson County. Let us continue to prioritize transparency, accessibility, crisis intervention, resident empowerment, and

collaboration with community partners to create a more equitable and inclusive housing system for all residents. Thank you for your time & partnership.

Nashville-Davidson County, TN

**CONSUMER ADVISORY BOARD**

By-Laws & Organizational Guidelines

Our Version by  
CAB (Consumer Advisory  
Board) Policy +  
Advocacy Chair  
April Burns Norris  
06/16/2025

KENNETHA  
Patterson

2 years  
stalled

**ARTICLE I**

**A. Name**

1. The name of this Board shall be the Consumer Advisory Board (hereinafter referred to as "the CAB").

**ARTICLE II**

**A. Purpose**

1. The CAB provides a safe and transparent environment for the voice of lived-experience to be shared through resident and consumer perspective on the programs and policies of the Nashville-Davidson County, TN Continuum of Care (CoC) and Metropolitan Development and Housing Agency (MDHA).
2. The CAB reviews and makes recommendations to the Homeless Planning Council (HPC) on CoC & MDHA programs and policies affecting residents and consumers.
3. The CAB promotes a strong and diverse resident and consumer leadership across Nashville-Davidson County, TN.
4. The CAB through collaboration with the Rental Assistance Resident Advisory Board (RAB) may choose to address specific resident concerns or programs and policies of the MDHA Rental Assistance Administrative Plan's Homelessness and Supportive Services programs: Housing Choice Voucher (HCV), HCV Homeownership, Single Room Occupancy (SRO), Shelter Plus Care (S+C), Emergency Housing Voucher (EHV), Veterans Affairs Supportive Housing (VASH), and HCV Project-Based Rental Assistance.
5. The CAB gives a voice to those in need so they may contribute to the progress that Nashville is making towards helping those without a stable housing obtain and maintain a place to call home. **HOUSING IS A HUMAN RIGHT!**

**ARTICLE III**

**RESPONSIBILITY AND AUTHORITY**

**B. Responsibilities of the Membership**

1. To attend and be active participants in CAB meetings.
2. To attend the CoC, HPC or RAB meetings and report to the CAB on these meetings.
3. To bring before the CAB the needs, concerns, and desires of residents and consumers in their district and across Nashville.

4. To provide input to the Office of Homeless Services (OHS), Metropolitan Development and Housing Agency (MDHA), the Continuum of Care (CoC) and Homeless Planning Council (HPC) on the needs, concerns, and desires of residents and consumers in Nashville.
5. To promote ethnic and cultural diversity within the membership.

#### **C. Authority of Membership**

1. The business and affairs of the CAB shall be exercised under the authority of the CAB membership.

### **ARTICLE IV**

#### **MEMBERSHIP**

##### **Diversity Mechanism**

In the interest of representing a broad range of opinions and proficiencies, and to bring voices to the table that might otherwise be left out, the Board will strive to include a person who represents each of the categories listed below. Even without achieving membership Diversity across all categories, the Board may continue to function.

\*LGBTQ \*Parents/Families \*Substance Use Experience \*Disabled \*Veterans \*Immigrant Experience \*"Dreamer" \*Former Foster Care \*Use of Mental Health Services \*Use of Cold Weather Shelter or Rotating Church Shelter \*Use of County/Office of Supportive Housing Systems \*Youth or Elderly \*Currently Experiencing Homelessness \*Housed and Connected to Homeless Services \*Jail/Prison/Reentry Experience \*Gang Affiliated, Present or Former.

#### **D. General Voting Membership**

1. The Board will consist of 5-25 members who participate in membership meetings and can raise motions and take part in votes during CAB membership at large meetings.
2. We will strive to have 5-9 members and will allow for up to 25 members to be part of the CAB if there are applicants that would like to become a member.
3. Members are encouraged to commit to at least 12 months terms.
4. When possible, members are encouraged to stagger turnover of membership and allow time to recruit replacement members, in order to create continuity for the Board.
5. **\*All CAB members will be provided with appropriate technology hardware and software to support meaningful engagement in CAB work.** (Tablet, Hot Spot, Printing services etc...).

#### **E. Executive Committee Members**

1. The CAB currently has four leadership titles/roles: (1) Chair; (2) Membership Chair; (3) Community Liaison; (4) Policy and Advocacy Chair. **\*These roles are discussed in detail under Article VI.**

2. The length of tenure for executive committee positions is two years and there are no limits for the number of terms you can run. For the Chair position in particular, the Chair can serve for up to two consecutive terms and may be voted back for additional non-consecutive terms in the future.

#### **F. Subcommittees and Work Groups**

1. The Board recognizes multiple ways for members to initiate work and take action as part of the Board. Subcommittees are one way of doing this, and another way is to participate in other CoC committees and working groups. For instances in which all members of the Board do not want or need to work on a particular issue, smaller groups can be created to work independently.
2. At any meeting, members may vote by majority to establish a subcommittee on any topic that will further the work of the Board. Ad hoc subcommittees, which are formed for a specific task or objective and dissolved after achieving their objective, are also encouraged to further their work.
3. Those who are part of subcommittees should plan to report back to the Board at the next full meeting of the Board to update the group and get feedback and direction on their work.
4. Participation in subcommittees and working groups is voluntary, and members are free to join or leave subcommittees and working groups at any time as interest and capacity changes. Members are asked to take into consideration project timeliness in making decisions about participating in or leaving a subcommittee or working group.

#### **G. Resignation and Termination**

1. A voting member may resign from the CAB by written notice to the Chair or to the OHS CAB liaison. A resignation is effective when the notice is delivered, unless the notice specifies a later effective date.
2. Any voting member who misses two regularly scheduled meetings consecutively without good cause as determined by the chair and without prior notification shall be subject to termination from the CAB.
3. Any member who misses five or more meetings in a fiscal year shall be subject to termination from the CAB.
4. Any member may be subject to termination for cause as determined by the majority of the membership.
5. Any member subject to termination shall be so advised in writing and given the opportunity to appeal by email or in writing to the Chair before the next regularly scheduled meeting of the CAB. The Chair, in consultation with the CAB, shall make the final decision on termination.

#### **H. Non-Voting Members**

1. The CAB is committed to creating opportunities for individuals to get involved at every level and recognizes the time commitment involved in participating as a full CAB member.



2. Appreciating that individuals may not be ready for membership but may want to share in community and be engaged with the CAB's efforts at a lighter level, individuals can join the CAB as a non-voting member. CAB will be conducting regular outreach to recruit non-voting members and will be capped at 25 members.
3. Non-voting members can: (1) Attend CAB membership meetings; (2) Participate in discussions at CAB membership meetings; (3) Help support working groups with one-off projects; (4) Check out CAB tablets and Hotspot for temporary use.
4. Non-voting members are not: (1) Able to make motions or participate in votes during meetings at large; (2) Expected to attend all of the at large CAB meetings.

## **ARTICLE V**

### **MEETINGS**

#### **I. Meeting Time and Place**

1. CAB meetings shall be held monthly on the second Thursday at the East Park Community Center. @10:00 a.m.
2. Special meetings or committees may be called as needed by the Chair.
3. The CAB Chair shall designate the time and place for any regular or special meeting in a notice sent to the membership and invited participants. This notice will be sent at least ten (10) days in advance of the meeting.
4. Pursuant to T.C.A § 48-58-201 (2019), and T.C.A. § 8-44-101 et seq. Meetings may be conducted face-to-face, by video conference from pre-approved locations, and/or by teleconference. Members are encouraged to attend CAB meetings in person or by video conference to facilitate networking and fellowship.

#### **J. Voting**

1. All motions and recommendations passed shall be by majority vote of those members present at the CAB meeting.
2. A voting member who is unable to attend may designate a substitute representative with proxy privileges. The substitute representative must be from the same district or at-large group. Intent to send a proxy must be communicated to the Chair or to the OHS liaison assigned to the CAB no later than three (3) days prior to the scheduled meeting. No more than two (2) proxy votes will be allowed per member per fiscal year.
3. Votes necessary to conduct business between meetings shall be cast via email from the email address of record of the members. All email motions and recommendations passed shall be by majority vote of a quorum.

#### **K. General Membership Eligibility**

1. Members of the CAB have the responsibility to make Nominations for the slate of officers.

2. To be eligible to serve on the Board, members must identify themselves as having an experience of homelessness, past or present. This experience may have taken place in Davidson County or elsewhere, and the member does not need to have utilized services in Davidson County.
3. On an ongoing basis as membership spaces open up, new members will be chosen based on application for membership.
4. As applications are received, the Membership Chair/Welcome Committee will:  
(1) Track membership applications; (2) Assign a member of the Welcome Committee to make contact with each applicant and conduct an interview and information session; (3) Add new membership votes to the Board Agenda, once the applicant has attended two meetings; (4) Provide application materials to the Board before each vote.
5. At the Board meeting: (1) Current members will review any application materials; (2) The applicant will introduce themselves to the membership; (3) CAB members will discuss the application with the applicant out of the room; (4) A new member will be approved by majority votes of members present.
6. Approvals to fill open vacancies may not exceed the maximum number of 25 total members. If the Board votes that an applicant is not a good fit for full membership, the applicant can join as a non-voting member.

## **ARTICLE VI**

### **LEADERSHIP & ELECTIONS**

#### **L. Leadership**

1. The leadership of the CAB shall be the Chair, the Membership Chair, the Community Liaison(s) and the Policy and Advocacy Chair.

#### **M. Election of Leaders**

1. In order to be a candidate for a vacant or soon-to-be-vacant leadership position, a member will be nominated as a candidate. Any member can nominate another member, and members may self-nominate.
2. If only one candidate is nominated for a position, they need to receive a majority vote of members present in favor to be placed in the position. If more than one candidate is nominated for a position, then each voting member will cast a single vote; whichever candidate receives more votes will be placed in the position.
3. Candidates do not participate in the vote and must be out of room while voting takes place. Vote shall be kept confidential among those present to preserve integrity of the vote.

## N. Positions, Duties, Estimated Time Spent and Compensation

Position	Duties/Description	Estimate Time & Compensation
Chair	Responsible for: <ul style="list-style-type: none"> <li>Working with secretary or support staff to set agendas,</li> <li>Leading/facilitating Executive Committee meetings and RCAB at large meetings.</li> <li>Keeping the group on track in advancing its goals and plans.</li> </ul>	12 hours/month @ \$20 hour
Secretary- This position is filled by OHS Liaison/Support Staff.	Responsible for: <ul style="list-style-type: none"> <li>Taking meeting minutes and distributing them to the group and/or storing them in designated place within 7 days after each meeting.</li> <li>Tracking member attendance.</li> <li>Potentially creating agendas for meetings, informed by chair.</li> </ul> <b>Note that meetings could be staffed by non-Board member support staff to cover these duties.</b>	5-8 hours/month
Treasurer - NONE- possible position in the future	Responsible for: <ul style="list-style-type: none"> <li>Coordinating with funders and monitoring and accessing the CAB budget.</li> <li>Researching funding opportunities and leading fundraising efforts</li> </ul>	5-8 hours/month @ \$20 hour
Membership Chair	Responsible for: <ul style="list-style-type: none"> <li>Monitoring Board size and initiating recruitment efforts when needed.</li> <li>Reporting weekly to the Executive Committee about Board size and openings, membership request, and member attendance.</li> <li>Ensuring representation of a diversity of experiences and backgrounds as described in Board By-Laws.</li> <li>Developing strategies to remove barriers to Board participation.</li> </ul>	5-8 hours/month @ \$20 hour
Community Liaisons (2)	Responsible for: <ul style="list-style-type: none"> <li>Outbound community outreach to other organizations and persons currently experiencing homelessness.</li> </ul>	5-8 hours/month @ \$20 hour

	<ul style="list-style-type: none"> <li>May attend CoC meetings (such as Coordinated Entry Work Group meetings, Service Providers Network meetings, and Rapid Rehousing and Employment Initiatives meetings, Strategy 3 Community Plan to End Homelessness (CPEH) Steering Committee meetings) to seek out opportunities for proactive Board engagement.</li> </ul>	
Policy/Advocacy Chair	<p>Responsible for:</p> <ul style="list-style-type: none"> <li>Leading development of Board advocacy agenda and coordinating membership participation in community advocacy on homelessness and affordable housing issues.</li> <li>Coordinating with Spotlight, Open Table or The Contributor and looking out for good story topics and potential writers.</li> </ul>	5-8 hours/month @ \$20 hour

## O. Subcommittees and Work Groups

### Subcommittees :

The CAB currently has two standing subcommittees- (1) Welcome Committee; and (2) Professional Development Committee. Each subcommittee should have a lead to oversee the work of the subcommittee. Subcommittees can convene on an as needed basis to move objectives forward. The purpose and scope of work for each is described in the table below.

Membership Type	Duties/Description	Time Estimate
Welcome Subcommittee Member	<p>Responsible for:</p> <ul style="list-style-type: none"> <li>Supporting the Membership Chair in making contact with new potential CAB members and conducting an interview.</li> <li>Providing an on boarding packet of key resources for new members.</li> <li>Supporting the Membership Chair with providing initial tutorials/orientation for tech hardware.</li> </ul>	Varies, but on average no more than 5-8 hours/month expected
	<p>Responsible for:</p> <ul style="list-style-type: none"> <li>Helping identify trainings and other professional development opportunities</li> </ul>	

Professional Development Subcommittee Member	<p>for members in alignment with the CAB's personal and professional growth values.</p> <ul style="list-style-type: none"> <li>Potentially developing a curriculum of core competency trainings.</li> </ul>	Varies, but on average no more than 5-8 hours/month expected (more for lead).
Resident Association Subcommittee Member	<ul style="list-style-type: none"> <li>Coming Soon</li> </ul>	Varies, but on average no more than 5-8 hours/month expected (more for lead).

### Work Groups:

The CAB also has a number of project-based work groups to carry out discrete work task (i.e., consulting projects). Each workgroup should identify a lead from among the members of the working group. Working groups should operate as long as needed to complete the project for which they were formed and may include participation from non-voting members or operate jointly with another internal group.

Membership Type	Duties/Description:	Time Estimate
Work Group Member	<p>Responsible for:</p> <ul style="list-style-type: none"> <li>Participating in specific project-based working group(s) coordinating and ensuring work moves forward.</li> </ul>	Time commitment will vary widely for each working group formed, since project scope will vary. CAB members will have a better sense of the commitment required of a given working group before deciding whether to join. (More time expected for lead)

## ARTICLE VII

### P. OHS STAFF LIAISON

## **Appointment**

The OHS Staff Liaison ("Liaison") will be appointed by the Chair of the HPC to serve as an ex-officio member of the CAB.

## **Role**

1. Liaison will provide administrative support to the CAB and its officers.
2. Liaison will secure meeting rooms as well as videoconference and teleconference capabilities for all meetings.
3. Liaison will assist the CAB Chair to maintain records; communicate with members about meetings and other CAB business; distribute minutes, agendas and other documents; keep databases of CAB member contact information and attendance; and monitor membership status.
4. Liaison will invite OHS, CoC, HPC or other local, state or federal government staff or national organizations to present to the CAB as requested.
5. Liaison will assist the Chair to communicate to OHS, CoC, HPC staff the CAB's perspective on programs and policies of their related programs.

## **ARTICLE VIII**

### **Q. Fiscal Year**

The fiscal year of the CAB shall be July 1<sup>st</sup> through June 30<sup>th</sup>.

## **ARTICLE IX**

### **R. By-Laws Amendments**

The CAB may amend its By-Laws and elect officers by majority vote of a quorum. Votes on By-Laws and membership shall be conducted only during regular or called meetings. A quorum is defined as 51% of the current membership.

**Nashville-Davidson County Continuum of Care**

**Consumer Advisory Board**

**Bylaws & Organizational Guidelines**

**SECTION I: Introduction**

**A. Name**

The Consumer Advisory Board (CAB) is a committee of the Nashville-Davidson County Continuum of Care (CoC), established and governed by the Homeless Planning Council (HPC).

**B. Purpose**

The primary purpose of the CAB is to provide *meaningful input* of those with lived expertise of homelessness in the decision-making of the Nashville-Davidson County Continuum of Care.

**C. Mission**

The CAB strives to ensure that local efforts to end homelessness and support unhoused residents, including the functions of the Nashville-Davidson County Continuum of Care (CoC), are *centered around* the needs, desires, and unique perspectives of those experiencing homelessness in Nashville-Davidson County.

The CAB reviews documents, policies, and procedures and makes recommendations to the Homelessness Planning Council (HPC) and relevant decision-making entities of the CoC, with the purpose of improving consumer experiences, strengthening existing services, and ultimately ending homelessness in Nashville-Davidson County one person and one family at a time.

The CAB shall be designed to be a safe and transparent environment that promotes strong and diverse leadership from those with lived expertise across Nashville–Davidson County. The CAB aims to be an empathetic peer support resource for people experiencing and exiting homelessness as they work to navigate services and retain stable housing. The CAB empowers the community and gives a voice to those in need so that they may contribute towards the progress that Nashville is making to helping those without stable housing obtain and maintain a home. The CAB is centered around the belief that *housing is a human right*.

**SECTION II: Responsibilities**

**A. Responsibilities**

1. Attend and actively participate in CAB meetings;
2. Actively communicate the needs, concerns, and desires of those experiencing homelessness across Nashville-Davidson County to relevant stakeholders including the CoC, HPC, Collaborative Applicant, HMIS Lead, and Coordinated Entry Lead; and
3. The CAB recognizes multiple ways for members to initiate work and take action to improve the lives of those experiencing homelessness. CAB encourages members to take part in other entities, such as the HPC, CoC General Membership, and/or CoC Committees, to provide meaningful input for the overall policies, procedures, and goals of the Nashville CoC.

### **SECTION III: Membership**

#### **A. Membership Requirements**

The CAB will retain up to 25 members that will have the ability to raise motions and participate in the CAB voting process.

Individuals shall be eligible to become members of the CAB if they reside in Davidson County and identify themselves as having an experience of homelessness, past or present. This experience may have taken place in Davidson County or elsewhere, and members do not need to have utilized services in Davidson County. In accordance with best practices from the US Department of Housing and Urban Development (HUD) the CAB strongly encourages the participation of those currently experiencing homelessness or those that have experienced homelessness within the past seven (7) years.

Anyone who meets the criteria for CAB membership may pursue joining the CAB by notifying the CAB chair of their interest. Per the Nashville-Davidson County CoC Charter, CAB members shall be appointed by the HPC chair based on membership recommendations from the CAB chair. If the HPC chair disagrees with committee member recommendations from the CAB chair, then the matter shall be voted upon by the Executive Committee with review of the purpose of a committee and its role and function. Per the Nashville-Davidson County CoC Charter, committee members may be added to committees at any time during the fiscal year. Committee members do not have to be members of the HPC or of the CoC General Membership.

The CAB chair shall ask CAB members to disclose any potential or actual conflicts of interest and shall disclose current committee rosters and any potential or actual conflicts of interest to the HPC chair.

CAB members are encouraged to commit to terms of at least 12 months and, when possible, are encouraged to stagger turnover of membership to create continuity for the CAB.

All CAB members must adhere to all conduct and participation requirements outlined in this document to retain membership.

#### **B. Non-Voting CAB Participants**

The CAB appreciates that some with lived expertise may not be ready for membership, but CAB believes that their opinions and perspectives are incredibly valuable. As such, these individuals may join CAB as a non-voting members, in order to attend and contribute to the work of the CAB without the additional duties of voting, making motions, or consistent attendance at all CAB meetings.

#### **C. Diversity & Representation**

The CAB promotes ethnic, racial, and cultural diversity as a *core value* of the CAB membership. In the interest of cultivating an advisory board that reflects the diversity of those who have experienced homelessness and bring voices to the table that might otherwise be left out, the CAB will strive to recruit, engage, and uplift the experiences of individuals with diverse identities and backgrounds, including, but not limited to, those that identify as: LGBTQ, youth, parents, caregivers, elderly, former foster youth, Dreamers, immigrants, veterans, people with disabilities, people with mental health diagnoses, substance users and those in recovery, survivors of violence, formerly incarcerated, and people that have or are affiliated with gangs.



#### **D. Resignation & Termination**

A voting member may resign from CAB by written notice to the CAB chair. A resignation is effective when the notice is delivered, unless the notice specifies a later effective date.

Any voting member who misses three (3) consecutively, regularly scheduled meetings without good cause, or who missed five (5) or more meetings in a fiscal year, may have their membership subject to termination from the CAB.

#### **SECTION IV: Leadership Opportunities**

##### **A. Officer Positions & Terms**

CAB officer positions are leadership opportunities for CAB members. All officers shall serve terms of two (2) years, beginning with the first annual meeting of the CAB. Individuals may serve up to two (2) consecutive terms in their role and may serve non-consecutive terms in the future, if voted upon by the CAB.

The CAB membership may vote to amend officer positions as needed to respond to the need of the community. Current CAB officer positions include the following roles and related duties:

<b>Officer Role</b>	<b>Duties</b>	<b>Compensation for Additional Hours</b>
<b>CAB Chairperson</b>	<ul style="list-style-type: none"><li>• Call and preside over CAB meetings</li><li>• Establish working groups and appoint members</li><li>• Facilitate CAB meetings in alignment with the CAB Bylaws, CoC Charter, Tennessee Open Meetings Act, and Robert's Rules of Order</li><li>• Recommend CAB members to the HPC chair</li><li>• Provide updates on CAB business to the HPC and CoC</li><li>• Coordinate with the Collaborative Applicant and CoC committee chairs</li><li>• Keep the CAB on track in adhering to advancing its goals and plans</li><li>• Coordinate with the Collaborate Applicant to leverage funds from the CoC Planning Grant and explore opportunities for external funding sources.</li></ul>	<p>Up to twice the length of CAB meetings for preparation and planning. For example, CAB chair may be compensated for 3 hours of preparation for a 90 minute meeting, in addition to time spent at the meeting itself.</p> <p>The chair may also bill for time spent meeting and coordinating with Collaborative Applicant staff.</p> <p>These additional hours for chairperson responsibilities may total no more than 10 hours per month.</p>
<b>Policy &amp; Advocacy Chair</b>	<ul style="list-style-type: none"><li>• Lead the development of a CAB advocacy agenda</li><li>• Coordinate membership participation in advocacy opportunities on homeless and affordable housing issues</li><li>• Support the development and maintenance of CAB policies and bylaws</li></ul>	<p>Up to 5 hours per month spent on research and advocacy efforts.</p>

**DRAFT VERSION II (with suggested changes from OHS)**

	<ul style="list-style-type: none"><li>• Facilitate the collection of input from the CAB on CoC, Collaborative Applicant, Coordinated Entry, and/or HMIS policies and procedures</li></ul>	
<b>Community Liaisons (2)</b>	<ul style="list-style-type: none"><li>• Conduct community outreach to homeless service organizations and people currently experiencing homelessness</li><li>• Support recruitment efforts and coordinate with the CAB chair to fill member vacancies</li></ul>	Up to 5 hours per month spent on outreach and recruitment.

**B. Election & Appointment**

In accordance with the CoC Charter, the CAB chair shall be appointed by the HPC chair.

All other CAB officers shall be elected by the CAB, consistent with the following election procedures:

1. In order to be a candidate for a vacant or soon-to-be-vacant leadership position, a member will be nominated as a candidate. Any member can nominate another member, and members may self-nominate.
2. Each voting member will cast a single vote; whichever candidate receives the most votes will be placed in the position. If only one candidate is nominated for a position, they must receive a majority vote of members present to be placed in the position.
3. Candidates do not participate in the vote and must be out of room while voting takes place. Vote shall be kept confidential among those present to preserve integrity of the vote.

**C. Resignation**

The CAB chair may resign from their position by written notice to the HPC Chair, as outlined in the Nashville-Davidson County CoC Charter. All other CAB officers may resign by submitting written notice to the CAB chairperson.

**SECTION V: Compensation**

As the opinions, ideas, and perspectives of those with lived experience are *essential* to the Nashville CoC, all CAB participants, regardless of their membership status, shall be compensated for their time and expertise.

**A. Pay Rate**

The current rate of compensation for all CAB participants is \$20 per hour. This rate may be revised upon a vote by the HPC.

As CAB endeavors to be flexible and meet the needs of all members, CAB members may *choose* to receive eligible compensation either through a direct deposit (upon completion of a W-9 form and ACH agreement) OR via equivalent gift cards (in accordance with Metro's gift card policy). This compensation shall be drawn from the CoC Planning Grant, which is managed by the Collaborative Applicant.

**B. Applicable Hours**

Participants of the CAB shall be compensated for time spent in CoC general membership meetings, CoC committee meetings (including CAB), and CoC trainings. Participants shall not be compensated for time attending HPC, as this conflicts with law governing Metro Nashville Boards and Commissions.

When participants attend CoC Committee meetings, including the CAB, they may also be compensated for up to 30 minutes of travel time per meeting.

**C. Documentation Requirements**

Adequate documentation of compensation shall be maintained by the Metro Nashville Office of Homeless Services (OHS). This shall include individual time sheets with the names, dates, hours, locations, descriptions of all billable hours, accomplishments, and goals for all CAB members and the documentation of payment remitted to all CAB members.

In accordance with the Tennessee Prompt Pay Act of 1985, compensation must be provided to CAB members within 30 business days of the submission of a signed time sheet.

**SECTION VI: Meetings**

CAB meetings shall be conducted in accordance with Robert's Rules of Order and follow the procedures set forth in the Nashville-Davidson County CoC Charter.

CAB meetings, like all meetings of the HPC and CoC, shall be conducted in accordance with all relevant Sunshine Act laws, including the Tennessee Open Meetings Act, which sets forth parameters for the transparency of boards and commissions.

**A. Frequency & Notice**

CAB meetings shall be held monthly. The regular scheduling of CAB meetings may be changed by a vote of CAB members to maximize the input and attendance of those with lived expertise.

The CAB chair shall designate the time and place for any regular or special meeting, which shall be publicly advertised at least give (5) days in advance of the meeting by an OHS employee.

Special-called meetings require a quorum of at least two-thirds of the CAB membership.

All meeting dates, times, locations, and agendas must be made publicly available in accordance with the Tennessee Open Meetings Act and all applicable Sunshine laws. All meetings shall be open to the public.

**B. Work Groups**

While only the HPC may establish standing and ad hoc committees of the CoC as needed, CAB, like all other committees and members of the CoC, may propose the addition of a work group. CAB may create work groups in accordance with procedures outlined in the Nashville – Davidson County CoC Charter.

CAB work groups shall be created by CAB membership, as needed. Work groups members shall be appointed based on need, interest, expertise, and the recommendation of the CAB chair.

CAB work groups shall be created to make recommendations to the CAB, based on specific and acute community needs.

Meetings of CAB work groups must be publicly posted, in accordance with the Tennessee Open Meetings Act and all applicable Sunshine laws, but they do not require a quorum.

### **C. Voting**

All voting of the CAB shall be conducted in accordance with the procedures outlined in the Nashville-Davidson County CoC Charter.

To conduct a vote, CAB must have a quorum of at least 51% of members present. CAB may conduct a vote to:

- Elect officers;
- Change a meeting time or location;
- Make recommendations to the HPC or CoC General Membership; or
- Suggest bylaw amendments to the HPC.

### **D. Staffing**

Employees of the Metro Nashville Office of Homeless Services shall provide staff support to the CAB, without retaining the benefits of membership, including voting. This staff support may include tasks such as taking meeting minutes, posting agendas, maintaining records, recording attendance, maintaining contact information, reserving meeting space, collecting time sheets, and any other administrative duties specified by the CAB chair.

## **SECTION VII: Grievances**

If any CAB participant wishes to file a grievance, they shall follow the grievance procedure outlined in the Nashville-Davidson County CoC Charter.

## **SECTION VIII: Bylaw Amendment**

The CAB may vote to recommend amendments to the CAB bylaws. Recommendations shall be presented to the HPC Executive Committee. If the Executive Committee moves to proceed with the recommendations, a public comment period must be open for a minimum of thirty (30) days before the amendments can be presented to and voted on by the HPC.

The CoC Governance Charter is a guiding document for these bylaws and may be amended at a regular or special meeting of the CoC membership by a majority affirmative vote of the total number of eligible voting members. Members must be present to vote. Proposals for amendments may be made prior to the presentation of the document to the CoC General Membership in writing or may be made during the discussion/deliberation from the floor. Any proposed amendment shall be acted upon in accordance with the current edition of Robert's Rules of Order.

## **ACKNOWLEDGEMENTS**

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Compensation Workgroup by OHS

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6/16/25



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06/16/2025