

Staff Report

Date: May 11, 2021
To: Technical Review Committee, Washoe County HOME Consortium
From: Housing and Neighborhood Development Division, City of Reno
Subject: Nomination and Election of Technical Review Committee Chair and Vice-Chairs for Fiscal Year 2021-2022 (For Possible Action)

Per the Technical Review Committee (TRC) By-Laws, election of officers shall be held during a regular TRC meeting and completed by July 1 of each year.

The officers of the TRC shall be members of the TRC; the officers are the Chair and the Vice-Chair. The newly elected officers will assume office immediately upon election. Officers are limited to two successive one-year terms in office, but may be elected for non-successive one-year terms as long as they are members of the TRC. When a member is elected to complete the term of an existing officer, that person will serve as the officer until the next July 1 at which time a new member or that member presently serving may be elected to a one-year, full term.

The following is from the TRC By-Laws providing additional information for the role of each officer:

Chair

The Chairperson shall be elected from the membership of the TRC by a majority vote of the membership. The Chairperson shall:

1. Preside at all committee meetings;
2. The Chair shall be a voting member;
3. The Chair may call for a roll call vote on any issue;
4. The Chair may call special meetings as needed;
5. The Chair may appoint committees of the TRC;
6. The Chair may sign TRC documents; and
7. The Chair may exercise powers and perform duties as prescribed in the TRC By-Laws.

Vice-Chair

The Vice-Chair will be elected from the membership of the TRC by a majority vote of the membership. In the absence of the Chair, the Vice-Chair shall:

1. Preside over any meetings; and
2. Exercise powers and perform duties as prescribed in these by-laws.

Additionally, an officer may resign from that position with written notification to lead agency staff. Resignation from an officer position does not constitute a resignation from the TRC. A vacancy in any office because of death, resignation, or disqualification may be filled from the TRC membership by the voting members for the unexpired portion of the term of that office. When a member is elected to complete the term of an existing officer, that person will serve as the officer until the next July 1 at which time a new member or that member presently serving may be elected to a one (1) year full term.