

**Martin House, Inc.**  
**Governance Committee Meeting**  
**January 26, 2022**

Next Meeting: February 23, 2022, Virtual via Teams

**AGENDA**

1. Review of Minutes
2. Old Business
3. New Business

**Attendees:** Kathy Allen, Sheila Coleman, Mat Lisee, Eric McDermott, Jon Madeira,  
**Excused:** Marilyn St. Onge

**Review of minutes:** Minutes from 1/26/22 meeting accepted

**Old Business:**

- Draft of new Covid Policy for Martin House has been submitted by the Executive Director and reviewed by the Committee
  - Staff memo has been sent out to disseminate updated quarantine policy which reflects the 5 day quarantine period, per OSHA/CDC guidelines
  - In-house legal counsel has made recommendations for implementation of new policy
    - *Next steps:*
      - *Governance Committee will submit for voting at next Board meeting on 2/16/22*
- Kathy has updated the thames River Covid policy to reflect OSHA/CDC guidelines for quarantine from 10 days to 5 days
  - Eric suggested applying the protocol in a uniform manner, despite staff/client status in the absence of a mandatory policy
  - Current adherence to guidelines has been positive by staff and clients

**New Business:**

- Committee discussed possible conflict in the event that a spouse assumes a position of employment under the supervision of the ED
  - Committee member may tender his resignation to avoid conflict, if necessary

- In the event of Eric's resignation, a new Board member will need to be recruited
  - Does this align with the best practice of maintaining smaller Board
  - Unique scenario for this Board due to serving two agencies
  - Governance Committee proposed implementing diversity in recruitment
    - *Next steps:*
      - *Kathy will work on inviting diversity trainer from the Safe Futures program in New London to the next Governance Committee meeting*
      - *Post recruitment initiative on the Chamber of Commerce site*