

## **Community Education & Policy Committee Meeting**

Minutes: February 12, 2018

**Attendance:** Amanda Wilkerson Damien Center, Megan Henderson Anthem, Emmy Hildebrand HVAF, Zach Alexander CHIP, Antonio Alexander, Erin Brown School on Wheels, Chuck Kern (by phone), Sandy Jeffers Pathway, Melissa Burgess Horizon House, Danny Camacho, Stephanie Fulk VOA, January Jeter Pedigo, Michael Schwing, Don Sawyer (by phone)

**Veteran Lunch and Learn:** Emmy explained that on February 28 from 11:30-1 HVAF and this committee will be hosting a lunch and learn focused on veteran homelessness at HVAF. Cindy Borden from the National Coalition for Homeless Veterans will be presenting. The agenda will be focused on a national perspective and sharing best practices. Current RSVPs are 56, and we will need to limit it to 60 due to space constraints.

**Unhoused Advisory Council:** Amanda shared that Don Sawyer and Danny Camacho have been working on this issue. They are working to identify potential members. The plan was approved by the Blue Print Council and shared with committee members. The focus now will be on administrative support of the council (bus passes, food, housing navigation, etc). Melissa asked for a description of the goals to be used to help recruit members. Amanda and Danny explained the goal is to provide more of a voice of the homeless population in decisions in the CoC and hopefully better serve those experiencing homelessness. Rev. Alexander said this initiative came out of the Blue Print Council retreat and our goal was to ensure the feedback/concerns were being shared. Forward interested participants and questions to Don Sawyer. Melissa asked what the follow up plan will be for anyone she meets who is interested. Amanda responded that Don and Danny are the points of contact. Zach asked if we should create a handout and a generic email account? Don explained that interested participants can email or call him at [lighthouse.sawyer1@gmail.com](mailto:lighthouse.sawyer1@gmail.com) or 310-621-6803. Danny will create a flyer to be shared. Don explained they would like to start reaching out and hosting meetings in March, and he will have a full update at the next committee meeting. Michael asked about a stipend and Amanda responded that we have not been able to get much information on that. Rev. Alexander asked the working group to address that issue. January asked for clarification: Is the purpose to link participants to services or to solicit feedback? Don answered that with the rapid pace of change in the community, it is important to seek feedback from those using the system and share it with the CoC. Michael added that in exchange for providing feedback, we want to help people access housing and services.

**Communication Plan Update:** Rev. Alexander explained that the new Executive Committee of the Blue Print Council has been update don the Communication plan. A new copy was provided to committee members and will be the action plan for critical and time sensitive issues. Please contact Rev. Alexander if you have any suggestions for edits or improvements. Melissa asked who the BPC Executive Committee will report to as the last step on the plan indicates. Rev. Alexander responded they will report to the BPC and other entities as necessary. Zach will post the plan on the CoC website.

**Keys to Housing Update:** Amanda shared a Keys to Housing updated handout. It is also on the Coordinated Entry page of the CoC website. Amanda reviewed the steps to ensure those in need of housing are linked with Access Points. Danny asked if it was possible to get a smaller version to pass out. Melissa asked if this could be incorporated into the handbook. Zach mentioned new copies were just printed, but it is updated to urge people to contact 2-1-1. CHIP will make sure that 2-1-1 has the Access Point information and is properly coordinating with shelter. Emmy will follow up with Charlotte at 2-1-1 as well. Zach will make a smaller version of this information. Amanda will assist.

**New Business:** Rev. Alexander provided copies of an older CoC information sheet. He would like this committee to work to revise the sheet and determine other ways (like brochures) to present that information. The purpose of the CoC flier is to serve as an informational and recruitment tool. In its current form, it's a fact sheet so it needs to be revised. Please bring ideas to the next meeting. Zach shared that this handout needs to coordinate with Blue Print 3.0 to ensure the information is accurate. January asked if there was a full CoC meeting scheduled and Zach responded not yet.

Rev. Alexander asked for anyone with feedback or suggestions for Blue Print 3.0, to contact him. Zach would like Hedges and Associates or CHIP to come to a committee meeting and present an update. Zach will schedule an update for the March meeting.

Zach asked if we would like to invite Coordinated Entry staff attend a committee meeting to provide an update. Amanda would like to invite Danielle to the March meeting.

Rev. Alexander opened up the meeting for nominations to Chair the Education and Policy Committee. Sandy made a motion to renew Rev. Alexander and Amanda's co-chair. Zach second it and the vote was unanimous. Rev. Alexander will remain the committee's BPC representative.