**BOSCOC Gaps and Needs Committee**

**Minutes 02/02/2023**

1. Call meeting to order
	1. Attendees and introduction of new committee members

Present today: Amanda N. (new) Michelle F., Meredith M., Ahja M, Devin D., Sandra R., Brianna J., Alma C., Jody H., Sara K.

1. Approval of Agenda – Devin motions, Sandra seconds
2. Approval of minutes from Jan. meeting – Sandra motions., Devin seconds
3. Review survey results and discuss compiling survey results to present at the May Balance of State meeting. (See accompanying notes from the discussion at this G&N meeting about the 2022 client and community provider survey responses).
	1. General observation to note for next year’s survey:
		1. For some questions, like size of household, language spoken, what led up to their homelessness – for the most common responses we could make them dropdown responses, not open-ended, would be easier to sort.
	2. Sara will compile results like past years for the presentation in May at the quarterly meeting. A powerpoint will be compiled before our March meeting so that the committee can review and offer feedback.
	3. Sara will also put together an outline for the gaps and needs report requested by Carrie of this committee. Michelle and Sara will put the report together, possibly including some graphics and maps highlighting trends. We can collectively add to this during our next meetings before we present the information in May.
4. Other business? None
5. Adjourn - Alma motions, Sandra seconds
6. **Next meeting March 2nd 9:30 to 10:30**

**Please remember to submit your match forms.**

Gaps and Needs Committee Match Form: <https://docs.google.com/forms/d/e/1FAIpQLSdR9ZhfiEcRy0v9MjAVR6JqlTAMQDueG7FojLYSR7bzF6-SOQ/viewform?usp=sf_link>

All 2023 Gaps and Needs meetings:

<https://us02web.zoom.us/j/88547521858>

Meeting ID: 885 4752 1858

Passcode: 501592

Dial in: (312) 626 6799