**BOSCOC Gaps and Needs Committee**

**Minutes 03/8/2023**

1. Attendees and introductions, welcome new committee members

Present today: Meredith M., Devin D., Sandra R., Brianna J., Alma C., Jody H., Sara K. David W. (first meeting) Megan L. (first meeting)

1. Discussion of compilation of survey results to present at the May Balance of State meeting
	1. Committee reviewed draft of powerpoint presentation with survey results, still need to add in more about the implications of the data received this year and our recommendations.
	2. Discussed one of the “gaps” to discuss is how to get more feedback –there are certain coalitions that tend to return the bulk of responses each year. If the information is used for general BOSCOC purposes, without representative feedback from the entire BOSCOC, the actions will be skewed to the needs expressed from coalitions that returned a lot of responses.
		1. Re-visited the idea of integrating the questions at critical points like at intake, when people connect with coordinated entry. Meredith suggests taking this to the coordinated entry committee for their thoughts.
		2. We could also connect with the coalitions that did get their 25 responses to each survey. What did they do to be successful in getting survey returns? Any volunteers on the gaps and needs committee willing to reach out to these coalitions to inquire?
	3. Sara created a very rough outline for the gaps and needs report requested by Carrie of this committee. What’s missing from both the presentation and the report outline so far are the solutions, and our recommendations. Some of the information Carrie presented at the Feb 2023 quarterly meeting could be utilized (3 key questions – right projects? right funding? right amount? and 5 key things needed to end homelessness). Could sort survey responses in a way that underscores these points.
	4. Committee members offered to look at the open-ended comments from client and provider surveys (Sara will send these to the group, along with the meeting notes) and “bucket” the comments under the 5 key things needed to end homelessness (from Carrie’s presentation). The “bucket” titles can be tweaked based on what’s representative of the comments related to that area) Also will pick out any comments that stand out particularly.
		1. Alma agreed to group comments related to – landlords of existing properties
		2. Brianna agreed to group the comments related to – affordable housing
		3. Jody agreed to group the comments related to – commitment to ending homelessness
		4. David agreed to group the comments related to – strong homeless crisis response system
		5. Devin agreed to group the comments related to – strong coalition
	5. Committee members grouping the open-ended comments agreed to return them to Sara by Friday, 4/7. Sara will incorporate this and other survey results into the report draft, and we can collectively continue to add to this during our next meeting in April.
2. Other business? None
3. Approval of minutes from Feb meeting (forgot to do this earlier in agenda) – Alma motions, Jody seconds
4. Adjourn - Alma motions, Devin seconds
5. **Next meeting (rescheduled) April 20, 2-3pm**

**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