**Resource Committee Meeting Minutes**

April 4th 2019

Present: Mike Mooney (New Beginnings), Norman Maze (Shalom House Inc.), Patrick Sherwood (Shalom House Inc.), Janice Lara-Hewey (Catholic Charities), Christina Cook (Opportunity Alliance), Tia Knowlton-Basford (Maine Housing)

* **Updates**
	+ The dates for the Region II trainings are:
		- June 14th – VAWA
		- September 13th – Equal Access Rules, presented by GLAAD
		- December 12th – Fair Housing
	+ The hope is to have a large presence from community shelters at the Equal Access Training, possibly increasing participation through the use of conference or video call.
		- Norm will look into the possibility of utilizing Tandberg for the training.
		- Tia will look into the maximum capacity for MaineHousing’s GoToMeetings.
	+ Tia inquired about the possibility of adding a training on a service animal policy for shelters conducted by Maine Human Rights Commission. It was agreed that this could be done on the same date as the VAWA training; Tia agreed to reach out to her contact at Maine Human Rights Commission to see if days and times worked.
	+ Region II has noticed an increase of individuals with developmental and intellectual disabilities within the homeless population, a discussion about this will be held at the next Region II meeting. There is a long term goal to hold a training about how to best serve this population.
	+ Tia and/or Amanda will look into reserving a GoToMeeting time for each resource committee meeting moving forward.
* **Finalizing Committee Template**
	+ Norm agreed to update the template with the changes agreed upon during the meeting, and will send out the updated version to Resource Committee members via email by April 12th.
* **Action Steps**
	+ It was agreed that the development of Action Steps will be an ongoing process at future committee meetings.
	+ The agreed upon action steps are:
		- Janice will send out a draft of the PIT Methodology and an outline of the PIT structure by the next committee meeting.
		- Time will be set aside at the next meeting to discuss the use of technology during the PIT and how we approach its implementation and approval.
		- Mike and Norm will finalize the agendas of the three remaining trainings of 2019.
		- Tia will facilitate the connection of Region III members to Mike/Norm to plan the Region III trainings.
		- Mike will identify grassroots organizations over the next two months. Anyone with leads on or connections with grassroots organizations should send the organizations’ contact information to Mike.
		- Norm will reach out to MaineHousing regarding updating the Maine Homeless Planning website, as well as the development of a separate Maine Homeless Council website, and the time frame/means in which committee minutes are disseminated.