**Resource Committee Minutes**

**Friday September 13, 2019**

* 1. **pm**

1. Attendance: Mike Mooney (New Beginnings), Janice Lara-Hewey (Catholic Charities), Meredith Smith (Community Health and Counseling Services), Melody Fitch (Safe Voices), Heather Dyer (MaineHousing), Norm Maze (Shalom House, Inc.)
2. Mike made a motion to approve the August meeting minutes, Janice seconded, all in members in attendance were in favor. Norm will post to MaineHomelessPlanning.org.
3. Review recently proposed action steps
4. Fair Housing training (Dec. 13 at MaineHousing) by Pine Tree Legal (PTL)

* Should we do three separate trainings or are there other microphone options?
* If the sound quality issues are resolved, we can try the remote group sites again or have individuals participating on their own (the latter being the least desirable way to participate). Heather will get the audio option worked out.
* Mike will not be around in December for the training, so coordinate the training with Giff and Maine Housing; Melody can help.
* PTL focuses on the tenants not the landlords’ side of things.

1. HUD Equal Access Rule training

* Mary & Ophelia are making a few changes to their slides.
* Heather working to clean up the audio; it will along with the slide show.

1. PIT planning updates

* PIT interested parties have replied; Janice sent out the outreach lead job description (updated and tweaked) and clarified expectations.
* The PIT Planning meeting date has yet to be determined.
* The PIT count timeline is general…from years past. Looking for ideas for the 2020 count.
* We need to rely less on one or two people and come up with a cross-training structure to carry on without those individuals. Need to create a planning structure and system to carry on with the loss of those individuals.
* Specific PATH providers are listed on the SAMHS- DHHS website and is almost completely accurate. However, the map is still out of date.
* Tri-County Mental Health subcontracts with KBH for Oxford, Franklin, and Androscoggin counties.
* The Opportunity Alliance covers Cumberland York counties.
* CHCS does Penobscot and Piscataquis, as well as Washington and Hancock counties; they are also covering Aroostook County.
* PATH has a monthly conference call. Perhaps Janice can participate. Janice will email Chet Barnes at SAMHS.
* Mike- without a dedicated person to serve in the role of outreach lead, a thorough statewide count cannot succeed.
* Melody- fund a position to coordinate the PIT count; coordinate with localities.
* We still need boots-on-the-ground for the real count. As a Resource Committee, we can create a planning structure, but can only do so much as committee and a group.
* We need to craft a list of recommendations for the MCoC.
* Other CoCs pay a full time employee to oversee their PIT counts; up to 10% can be set-aside for PIT count planning.
* The MaineHousing Planning Grant can pay for technology and forms, but they would have to cut something else. MaineHousing provides PIT training videos and forms, but does not lead the process.
* Perhaps request money for the PIT count in a future NOFA. The MCoC and Board decide how to invest project funds.
* Mike- we need to look at the gaps and needs. The MaineHousing Gaps and Needs executive summary is ready.
* Janice- How to advertise? Advertise using flyers. Put out a press release. We’ve never had one message.
* Jerry DeWitt uses media contacts, especially for homeless veterans.
* The PIT count outreach lead job description. We should take the monthly meeting expectations out. That hasn’t worked.
* Ask Chet for his contact in Washington County.
* Identify stakeholders, regional homeless councils, shelter providers, police enforcement
* York County Veterans Count- Good at finding unsheltered veterans. Sanford Vet Center- got it started years ago. They developed best practices for local initiatives.
* We need an elevator speech to explain why we are doing the PIT count?
* At the next MCoC meeting, Janice will share where we are with planning.
* Messaging for leads is not ready or needed for next MCoC meeting; Resource Committee will review and tweak as well as outreach lead job description.
* Heather- MaineHousing has video training for PIT volunteers

1. MCoC 101

* Review MCOC 101 document. There are differences between MCoC and Statewide Homeless Council. They each cover some different and some of the same aspects of homelessness in Maine.
* MCoC members should get full governance, but the 101 document is more of a snapshot of who we are and what we do as a continuum. Acronyms also need to be updated. Norm will work on this some more.

The next Resource Committee Meeting will be held October 11th from 1-3pm.