**Resource Committee**

**Minutes**

**12/9/2022**

*Attendance*: Norm Maze (Shalom), Janice Lara-Hewey (Cath.Char), Josh Ruitto (COP-OSS) Awa Conteh (City of Bangor), Tara Hembree (MSHA), April Reed (MSHA), Linda Plourde (MSHA)

*Review of Minutes* from 10/14/2022. Linda motioned to accept. Janice second. None opposed. Minutes accepted. Will post on [www.mainehomelessplanning.org](http://www.mainehomelessplanning.org).

**Agenda:**

* **Proposed Action Steps:**

* PIT Count Planning/PIT Crew Lead Meetings: (April) sent out the materials about the PIT, wanted to be reviewed. (Janice) There are a couple of things that are edits she would make to the flyers and volunteer information. The problem with the donations is that it is hard to keep and control. They would need to be stored and distributed. (April) these are tools for HUB coordinators and they can decide if they want to collect donations, they forms are fillable and editable. There may be more coordination next year. (Janice) the Maine Coc logo makes the flyer under the umbrella of that organization and then needs to be representative of that. Working on it for next year. (Scott) the hubs will start to work out what kind of donation collection if any will happen depending on their capacity. (Janice) CoC should have a plan to address any inconsistencies from one county to another. (Kayla) having consistent messaging and being able to have clear guidance makes it helpful for the HUB coordinators. Having policies and guidance that is formal would be helpful. (April) the app is approved and voluntary. There is a training process that needs to happen, the hub coordinators are hoping to get trained and then train the volunteers. (Janice) Does the app hold on to the information? (April) once it’s uploaded, it is not stored on any devices. (Scott) people have concerns about the confidentiality regardless of the method it is collected. There was some concern about the location capability and the ability to know where exact location of the encampment is. The ability to be able to follow up after the PIT to help the folks sleeping out. The location will be recorded by zip code. That level is close enough for our reporting requirements. It will be helpful to know where the most unsheltered folks are and how we can redirect our resources. (Kayla) Are we approving the app and other methods in this meeting? (Janice) the app has been approved. (Scott) There are other questions from the board but he doesn’t know what they were. (Janice) how do volunteers sign in to connect with the MCoC data to conduct the survey? (Scott) There is a code to sign in and then a verification email is sent, you can identify yourself and your role to be able to access what the correct permissions. (Janice)If there are any other data points we want to collect, we can add them with CoC approval. (Scott) the youth addendum added some questions. There are many questions in the survey now but the data is not being used for targeting services and resources but hopefully we could start. (Janice) is the app going to change the reports? (Scott) the data will be able to be accessed quicker. The app should also give better data and wont allow you to move on without collecting the pertinent data. (April) Wants to make a motion to accept the flyers. April motioned, Linda second. None opposed. Approved. (Kayla) What is the next step after the surveys are collected, etc? (Janice) There is a timeframe for collection, MaineHousing will set the date. The February Resource Committee is designated for the PIT After Action Review, all are welcome. Janice collects the information and then presents to the full CoC.
* Next Trainings: Unplanned, will address in coming meetings
* Old Business: None
* Other new business: None
* Program and organizational updates:

**Next Meeting**: Friday January 13th, 2023 is the next Resource Committee Meeting.