**BOSCOC Gaps and Needs Committee**

**Minutes from 04/20/2023**

1. Call meeting to order
2. Attendees and introduction of new committee members.
	1. In attendance today: Peter, Alma, David, Devin, Jody, Amanda, Sandra, Meredith, Michelle, Sara
3. Approval of Agenda - Devin motions, Alma seconds
4. Approval of minutes from March meeting - Sandra motions, Devin seconds
5. Compiling survey results for quarterly meeting
	1. Since Peter was new, Michelle offered an overview of our committee’s annual major initiative (the surveys).
	2. Sara shared a draft of the gaps and needs report requested by Carrie, and the committee discussed the “homework” that certain committee members took on from the last meeting. The homework was grouping the open-ended responses that speak to the “Top 5 things needed to end homelessness” shared by Carrie.
		1. The report is still in draft form – graphics with data have been added with narrative/quotes in between. At our next meeting, we will finalize the report and make sure everything is set and ready for the quarterly meeting presentation of the data.
6. Other business?
	1. The May meeting will be Sara’s last meeting. A zoom cancellation will be sent and Michelle F will be hosting the committee meetings on her zoom account after the May meeting
	2. Peter will be co-chairing the committee with Michelle
	3. Meredith and Sara will figure out transferring the surveys from End Abuse’s SurveyMonkey account to the Balance of State, so that the committee doesn’t need to re-invent the wheel for this year’s survey.
7. Adjourn - Alma motions, Peter seconds
	1. **Next meeting May 4th 9:30 am to 10:30 am**

**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>

Join Zoom Meeting

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

Meeting ID: 885 4752 1858

Passcode: 501592

Dial in: (312) 626 6799