**BOSCOC Gaps and Needs Committee**

**Minutes 05/04/2023**

1. Call meeting to order
2. Attendees and introduction of new committee members - in attendance today – Sandra, Alma, Jody, Michelle, Sara
	1. David and Bailey are no longer with NEWCAP;
	2. Lee Walraven (Monroe Co) asked to be removed from the list. So, we have 13 total active members on this committee right now, we need some additional members.
	3. Sara has been co-chair of this committee, and this is her last meeting; Michelle indicated she will need some help with the technical aspects of co-chairing the committee – surveys, presentations, notes, etc.
3. Approval of Agenda – Alma motions, Jody seconds
4. Approval of minutes from April meeting – Alma motions, Sandra seconds
5. Compiling survey results for quarterly meeting
	1. Committee looked over the draft of the gaps and needs report that Carrie asked us to produce. Is it too long, does it accomplish what we were asked to do? Carrie is looking at the draft now and will let Michelle know if any changes are needed before the quarterly meeting. Committee feels pleased with the draft.
	2. There is a section at the end of the report that indicates where we want to improve our data collection (i.e., veteran status), and invites people to provide the committee with feedback regarding what data we aren’t collecting that could be useful on a local level.
	3. The gaps and needs surveys have been transferred to the Balance of State surveymonkey account now so that they can be modified and not re-invented for coming years.
	4. Sara and Michelle will present the powerpoint at the quarterly Balance of State meeting, and Michelle follow up with each coalition providing links to their coalition-specific results along with the ppt and report.
6. Other business?
7. Adjourn – Sara motion, Alma seconds
8. **Next meeting June 8th 9:30 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>

Michelle Friedrich is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/83505187949?pwd=MW5sbUVIYVFyTzVlMlpFRW5pd1RFQT09>

Meeting ID: 835 0518 7949

Passcode: 357236

One tap mobile

Find your local number: <https://us02web.zoom.us/u/ktbH5URXF>