**Gaps and Needs Analysis Committee**

**April 20, 2015 – 2:30 PM**

**Madison, WI**

**Attendance:**

Lisa Schneider (City of Appleton), Kathleen Christenson Fisher (Family Promise of Washington County), Cindy L. (River Haven Shelter), Joe Mauthe (Housing Partnership Fox Cities), Patty Brown (Women and Children’s Horizons),

**Excused**: Lacy Stirk (The Family Center), Kim Carey (Bolton Refuge House)

**Absent:** N/A

**Agenda Items:**

1. **Review –** Quick review of meetings to date to bring new members up to speed.
2. **Presentation by Joe Mauthe** – Joe gave a thorough presentation of the comprehensive PROJECT RUSH: Research to Understand and Solve Homelessness, Survey of Persons Without or At Risk of Losing Housing. The purpose was not to just understand the current needs of persons who were homeless or at risk of homelessness, or housing burdened; but to learn why/how they got where they are. The intent is to implement interventions up-stream to prevent the progressive downfall into homelessness.

While we all realized this was too huge of an undertaking for the BOSCOC, committee members did agree that it would be interesting to try to achieve this level of a study statewide sometime in the next year or two. In the meantime, it was agreed to start small with our homeless clients and agency staff to identify homeless needs and gaps. Committee members were charged with identifying potential survey questions. Methodology for the survey will probably consist of Survey Monkey and hard copy surveys. We would prefer as much as possible for clients and staff to utilize Survey Monkey. While we may not have an official timeline at the next BOSCOC meeting, the goal is to have the survey results by our August quarterly meeting.

1. **Proposed Timeline of survey** – The group reviewed the proposed timeline generated from the 02.02.15 gaps and needs analysis committee meeting to determine if possible to achieve. Committee members agreed that a recommended timeline could not be determined at this time as more information was needed regarding survey and methodology. Will discuss further at next meeting.
2. **New Committee Members** – Lacy Stirk (The Family Center), Kim Carey (Bolton Refuge House)
3. **Meeting adjourned –** 3:30

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*