BOSCOC Gaps and Needs Committee

Minutes 07/08/2021

9:30am

Present – Michelle F., Devin M., Cassandra C., Jeanne S-M., Jen B., Sandra R., Meredith M., Brianna J., Isabel K., Elizabeth K-S.

1. Attendance/check-in
	* 1. Approval of minutes from June meeting - Motion to approve made by Jeanne, Bailey second
2. Continue working on updates to Provider’s and client’s survey’s
	* 1. Will add into the online survey a prompt to skip the questions where the question logic is built in, so that the printed out pdf guides respondents in the same way (to skip the questions that don’t apply based on how they answered a previous question)
		2. Setting a goal for how many survey responses per coalition? 25 per coalition for each survey, but strive to get as many as you can.
			1. G&N overall committee goal – 300 responses for each survey
		3. Announce that the survey is open and provide some guidance on dissemination of the surveys to WIBOSCOC membership at August meeting, remind attendees of survey at Nov. meeting
		4. Have Carrie add to her reminder email messages and Meredith/Leigh/Ryan will each send out to the 7 coalitions they support
		5. Monitor responses as they come in to target further outreach to specific coalitions that don’t have a lot of responses
3. Need to bring more members to our committee
	* 1. Coalitions represented on the committee: Southwest, Kenosha, Rock/Wal, Brown, NE, Coulee, Winnebagoland, Lakeshore
		2. Could benefit from some Northwest and West central coalition participation
4. Other business?
	* 1. Looked at our committee charter and confirmed that the the work of the committee throughout the year is to work on/conduct outreach to engage further participation in the survey
		2. Michelle will send approved charter out again because we have new members, Meredith reminded us it’s on the WIBOSCOC website: https://www.wiboscoc.org/uploads/3/7/2/4/37244219/gaps\_and\_needs\_committee.pdf
5. Next meeting Aug. 5th at 9:30

Join Zoom Meeting

<https://us02web.zoom.us/j/84414329196>

Meeting ID: 844 1432 9196

Passcode: 358978

1. Adjourn -Motion by Isabel, Cassandra seconds

**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>