BOSCOC Gaps and Needs Committee Minutes

11/04/2021

Present: Michelle F., Sara K., Isabel K., Bailey B., Matt K., Jeanne M., Elizabeth K-S., Meredith M., Devin M., Carolina M., Cassandra C., Sandra R.

1. Attendance/check-in
2. Approval of minutes from Oct. meeting
	1. Devin motion – Bailey second
3. Updates and Feedback on Provider and client surveys
	1. Group looked at who has responded to the survey so far.
		1. About 200 respondents for both provider and client surveys
		2. Several coalitions still sitting at 0 responses (Fox Cities, Rural North, Northwest, Ozaukee, Waukesha, West Central have 0 client responses; Rural North, Jefferson, Northcentral, NWISH have 0 provider responses).
			1. Meredith will enlist the support of other BOS staff in getting more responses submitted.
	2. Feedback from a provider re: reading level, difficulty of reading questions if not proficient in reading English.
		1. Sara will circle back to the person who provided this feedback and ask them to come to a G&N meeting to give some input if they’re willing, or if not, ask them to tell us which questions were presenting difficulty and for any suggested re-wording they may have.
		2. Consider gearing the survey to a 5th grade level for next year to make it more accessible
	3. Feedback was also received re: length of the survey; something to keep in mind for next year, but the goal of combining survey questions (youth, CE-related) was so that there weren’t several surveys going out each year. There is already skip logic applied to the questions, so that if a chunk of questions isn’t relevant to the person responding, the survey will automatically skip over those questions.
	4. In October our committee talked about forming a subcommittee to look at survey results and provide some recommendations based on responses. Sara K has offered to convene this subcommittee. Jeanne and Sara W. from this committee had expressed interest, anyone else is welcome to join us. We likely will meet in January since the surveys close on 12/31/21.
4. Other business? - None
5. Adjourn
	1. Devin motion – Isabel second
	2. **Next meeting Dec. 2nd at 9:30**

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

Meeting ID: 844 1432 9196

Passcode: 358978

**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>