

Minutes

11/7/19

Balance of State

Gaps and Needs Committee

Present: Abby Swetz, Michelle Friedrich, Isabel Kluge, Becky Veium, Kim Cable, Brianna Jones, and Carolina Martinez



(Please note that Abby Swetz was taking minutes, and as she was new to the committee, she was not able to assign names to any motions or comments made.)

- Motion to approve Gaps and Needs Committee charter drafted in April 2019 – Passed
 - o Voice vote to adopt the Gaps and Needs Committee charter – Passed
- Topic: Survey for 2019
 - o Need to finish.
 - o Discussion to determine purpose of survey
 - Why are we doing this survey?
 - Data collection
 - However, so much of this data is already in ServicePoint
 - o ServicePoint is HMIS, which does not include non-HMIS DV data
 - What is it used for?
 - Data for grants
 - What kind of plan is the result of this data collection?
 - o Discussion of challenges with the survey
 - Can be retraumatizing to the person taking the survey.
 - Gives the impression that the services discussed in the survey as services we can provide, and that is not the case.
 - Unsure if answers are accurate because of survey fatigue
 - Timing is difficult because of holidays
 - What if changed the time we disseminated the survey?
 - o Time it in summer around Point in Time?
 - o At a service fair?
 - o Committee decided to revise the survey as a group during the meeting.
 - NEXT STEPS with Survey:
 - Abby will change the numbers and edit for typos.
 - Abby will send out to committee by tomorrow and hear back by next Friday.
 - Abby will create surveymonkey link and final PDF.
 - Abby will send final to Carrie.
 - 50 survey responses from each COC need to be by 1/3/2020.
- Meeting adjourned.