

## **Balance of State Continuum of Care (BOSCOC)**

### *Gaps and Needs Committee*

#### Minutes

October 5, 2017

9:00-10:00am

**Committee Members:** Adrienne Roach (Chair) – End Domestic Abuse Wisconsin; Laura Laux (Recorder) – Community Action, Inc.; Ruth Orozco – Lakeshore Cap; Sue Heideman – NewCap; Johneisha Prescott – Housing Action Coalition; Sandra Reeves – ADVOCAP; Michelle Friedrich – SW CAP; Kim Cable – Coulee CAP; Corrie Fulwiler – Richards Place

EXCUSED: Kim Cable

UNEXCUSED:

I. Introductions

II. Approval of September Minutes

**Motion to approve;** Corrie Fulwiler, 2<sup>nd</sup> by Sandra, all approved.

III. Review of Revised Participant Survey

Suggestions for edits will be submitted with minutes and Adrienne will put into a Google Doc so that we may all offer additional edits in one document.

IV. Timeline and Tasking Discussion

Customer Survey - A little behind schedule but goal will be to send survey out by October 27<sup>th</sup> with a deadline of December 1, 2017 for surveys to be completed/returned.

Do we want to set a goal for local CoC's to complete surveys?

Adrienne will draft an e-mail with instructions for providers who may be administering the survey.

Provider Survey

Adrienne will follow up with Kim on the status on the provider survey.

V. Other Business

VI. Adjourn

Johneisha Prescott – motion to adjourn; Michelle Friedrich 2<sup>nd</sup> (9:37)