Gaps and Needs Committee Minutes

2/4/2021

Balance of State Gaps and Needs Committee – Zoom Meeting

Present: Michelle F., Sara K., Jen B., Bailey B., Tiffany C., Sandra R., Meredith M.

Excused: Elizabeth K.

9:33 am – Meeting called to order

1. Motion to correct agenda to read “approve January meeting minutes” instead of “November/December” – Jen; Second – Bailey
2. Motion to approve January meeting minutes – Jen; Second - Bailey
3. Surveys & survey data presentation – update from Jen
	1. Provider survey presentation for quarterly BOS meeting is complete – 217 total responses from a variety of service providers, mostly social services
	2. Committee reviewed, discussed, and offered input regarding presentation of the material at the February BOS Business Meeting. Sara K and Michelle F will coordinate to ensure the ppts Jen created with the survey results are presented at the meeting
	3. Is the survey collecting what we want it to? Feedback that questions are good, but re-visiting how it’s distributed/information collected could be helpful
		1. Surveymonkey available for future use
	4. March meeting will discuss questions for this year’s survey and means of distribution
4. Discussion re: committee membership
	1. Possible interest from new staff at NEWCAP
5. Be sure to do Google form for match if applicable to you
	1. Gaps and Needs Committee Match Form: <https://docs.google.com/forms/d/e/1FAIpQLSdR9ZhfiEcRy0v9MjAVR6JqlTAMQDueG7FojLYSR7bzF6-SOQ/viewform?usp=sf_link>

Meeting adjourn at 10:09am – motion by Bailey; seconded by Jen

Next Meeting: March 4th @ 9:30am