Gaps and Needs Committee Minutes

5/6/2021 | Balance of State Gaps and Needs Committee – Zoom Meeting

Present: Sara K., Elizabeth K-S., Bailey B., Isabel K., Jen B., Sandra R., Brianna Jones, Meredith McCoy, Julie M

Excused: Michelle F.

9:32 am – Meeting called to order

1. Motion to approve April meeting minutes – Sandra – Isabel second
2. Committee continued to review draft of 2021 provider survey in SurveyMonkey. Link to 2021 provider draft survey: <https://www.surveymonkey.com/r/2021Providers>
	1. New question from last month’s meeting discussion was added to survey as question #14. Reviewed for approval from everyone.
		1. What are the barriers for people accessing affordable housing?
	2. Reviewed remaining questions for any changes/suggestions.
	3. Discussion regarding adding the question – Does your agency need more marketing materials?
		1. Depends on the coalition
		2. Each SSO is in charge of making sure the information is out there
		3. If coalitions feel they need more materials they can contact Ryan Graham for additional materials
		4. Agreed would be best to provide a link on the survey to BOS for materials
	4. Updated verbiage for question #8 per Carrie Poser’s feedback - Do you know what “housing first” means? Verbiage now reads: If yes, has your agency adopted housing first into policy, procedures, and practice for people experiencing homelessness?
	5. Revised the verbiage to question #12 for better clarification and changed answers to Yes, No, or Unsure.
	6. With # 13 being an open-ended question, Jen brought to the committee’s attention that the more open-ended questions we have on the survey, the harder it is to capture the data for the PowerPoint presentation. The committee agreed to leave this question on the survey as it is the only open-ended question.
	7. Sara will make the changes discussed and committee should review the final draft. 2021 provider draft survey link: <https://www.surveymonkey.com/r/2021Providers>
3. Reviewed and made updates to 2021 WIBOSCOC client survey.
	1. Discussed the order of the questions and rearranged them to flow better
	2. Committee agreed that the Coordinated Entry and No Wrong Door questions should be moved to the end of the survey and more information about each should be provided.
	3. Question #8 - Are you a survivor of Domestic Violence or Sexual Assault? Committee agreed that if answer is Yes, should ask if they received any services
	4. Once updated, committee members should take the survey to see how it flows. 2021 client draft survey link: <https://www.surveymonkey.com/r/2021Clients>
4. Other business
	1. Coalition from Marinette, WI inquired about our Gaps & Needs survey and if we would share our information with them. She is looking for information regarding homelessness. Meredith is going to check with Carrie Poser to see if we can share information with someone that isn’t associated with the BOS. Sara can break down information by county if we are able to share the information. They also asked if they could attend one of our committee meetings to present. Meredith didn’t see a problem with them attending
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>

Motion to adjourn – Isabel – Jen second

Meeting adjourn at 10:35 am

Next Meeting: June 3rd @ 9:30am