

10-YEAR PLAN TO END CHRONIC HOMELESSNESS

Management Advisory Team Meeting Minutes

June 26, 2008 ■ 10:30 A.M. ■ Pitt County Development Services Conference room

Committee Members Present: Ruth Peebles, Bob Thompson, Lynne James, Paulette White, Stephen Smith, Margaret Dixon, Sandra Anderson, Engda Wubneh

Committee Members Absent: Pauline High, Georgia Claxton, Lori Jones, James Rhodes

The MAT reviewed and accepted the June 19 meeting minutes.

Updates

Paulette shared the resource list to be included in the 10-Year Plan with Mary Smith from Pitt Resource Connection. Ms. Smith has shared the resource list with her network/listserv. There are several resources missing. The list has been broken down by categories and revisions will have to be made. For example, it was suggested that Bernstein be listed under dental care.

Reverend Shuler's presentation at the Chamber of Commerce board went well. Reverend Shuler shared a compelling story of Jarvis Memorial United Methodist Church employing a homeless individual.

Business Roundtable Meeting

Seven individuals have RSVP'd to business roundtable meeting. Paulette left voice mail messages with those invitees who have not responded to the invitation. Endga will update the MAT with the number of attendees on Monday, June 30.

Paulette will handle meeting logistics. The hotel requires that guests bring their own microphone and video equipment. The following items will be available/distributed: sign-in sheet, flipchart, nametags, agenda, information sheet, economic costs sheet and best practices, Ruth's Power Point presentation.

It was suggested that one of the questions that business representatives should be asked is "Are these people employable?"

MAT should arrive at the Hilton by 7 a.m.

Implementation Plan

Ruth presented the proposed organizational chart, project manager description and implementation budget. The MAT approved of the proposed documents and suggested a few revisions.

It was suggested that the years be deleted from the budget. Because funds for 10-Year Plan information are not budgeted, a special appropriation will be needed.

It was suggested that the Project Manager report to the Advisory Committee. It was also suggested that the Advisory Committee should be renamed the Executive Board, providing oversight and the current Executive Board should be renamed Advisory Board.

The MAT requested information regarding terms, appointment, role of the executive board, role of the advisory board.

See revised implementation documents attached.

Goals, Outcomes and Strategies

The MAT reviewed the goals, outcomes and strategies document. Revisions have not been received from the Permanent Housing and Prevention and Crisis Stabilization/Services and Support subcommittees.

See revisions to goals, outcomes and strategies document attached.

Action Steps:

1. Ruth:

- prepare presentation/handouts for business roundtable meeting (Power Point and economic costs sheet)
- continue to make revisions to the goals, outcomes and strategies
- follow up with subcommittee co-chairs regarding the submission of revisions
- send goals, outcomes and strategies document to Stan Holt, Carson Dean and Terry Allebaugh for comments
- revise the implementation plan documents
- draft planning and processing details related to organizational structure (terms, appointment, role of the executive board, role of the advisory board)

2. Paulette:

- continue to make calls to the business roundtable invitees
- secure additional cost data
- “finalize” resources list (with Engda)

3. Engda

- provide the MAT with final count of participants in the business roundtable meeting
- provide a deadline for Mary Smith’s network to submit additions to resource list

4. MAT subcommittee contacts

- contact Permanent Housing and Prevention and Crisis Stabilization/Services and Support subcommittee co-chairs to remind them to submit suggested revisions to the goals, outcomes and strategies documents.

**Next MAT meeting: Thursday, July 3, 2008 at 10:30 a.m. – 12 noon at
Pitt County Development Services Conference Room**