

10-YEAR PLAN TO END CHRONIC HOMELESSNESS

Management Advisory Team Meeting Minutes

September 24, 2008 ▪ 10:30 A.M. ▪ Pitt County Development Services Conference room

Committee Members Present: Bob Thompson, Ruth Peebles, James Rhodes, Amy Modlin, Lynne James, Paulette White, Stephen Smith, Matt Watterson, Margaret Dixon

Committee Members Absent: Reverend Albert Shuler, Georgia Claxton, Lori Jones, Sandra Anderson

The MAT reviewed and accepted the September 18 meeting minutes.

Updates

The September 22 public hearing with the County Commissioners went well. There was a positive response and the Commissioners approved of the 10-Year Plan.

10-Year Plan Revisions

Ruth has submitted all revisions to the 10-Year Plan to Leesa Brinkley. Leesa will provide a second draft for the MAT to review on Friday, September 26. All revisions to the second draft must be submitted to Ruth by noon on Monday, September 29. Leesa will complete the final draft for printing by October 1.

Unveiling of the 10-Year Plan

The unveiling event will be held on December 2 at the Willis Building. Lynne confirmed that Sharon McLaughlin will serve as one of the presenters during the event and the MAT will follow up with Earl Phipps regarding him presenting at the unveiling. Funders, the Blue Ribbon Take Force members and others on the distribution list will receive a Save-the-Date card in late October or early November.

Transition from Planning to Implementation

Securing funding for implementation of the 10-Year Plan is a priority.

The MAT will seek support for the Pitt County Memorial Hospital Board over a two-year period. The Pitt County Memorial Hospital Foundation may be interested in funding a project like Project Homeless Connect or a SOAR representative.

James and Margaret Dixon will discuss funding from the Eastern North Carolina Poverty Committee for the interim implementation time period.

Other potential funding streams include the Smith Foundation and utility bill inserts requesting financial support.

The MAT will meet with the United Way of Pitt County and provide an update and timeline, discuss their commitment, and a potential presentation to the board.

Action Steps:

1. Ruth:

- provide Leesa with FINAL revisions and comments related to the 10-Year Plan on by Monday, September 29
- provide Matt and Lori with the Power Point presentation to churches for copying
- make presentation to the faith community on September 25 at Jarvis Memorial United Methodist Church

2. Paulette:

- confirm list of invitees to the unveiling event
- draft the save-the-date email and letter
- contact Kiara and Steve about the audio equipment for the unveiling event
- contact Melissa Spain with the Greater Greenville Community Foundation regarding potential funding (\$2,500 - \$5,000 - for programmatic needs of the plan)
- Contact Wanda Bunch with the Eddie & Jo Allison Smith Family Foundation, Inc about future funding possibilities for the Implementation plan.
- schedule a meeting with Cecelia Scott, Executive Director of the United Way of Pitt County
- contact Trish to put the unveiling event on the County Commissioner's calendar
- draft a thank you letter from the Mayor and County Commissioner's Chair to all funders and BRTF to announce that the City and County has approved of the 10-Year Plan; the letter will feature the date, time and location of the unveiling event
- follow up with Earl Phipps to ask if he will serve as a presenter at the unveiling event

3. James:

- follow up with East Carolina Behavioral Health regarding funding
- follow up with Bryant Kitrell regarding the Pitt County Memorial Hospital Foundation funding and the Commissioners regarding funding through the Pitt County Memorial Hospital Board

4. MAT:

- provide Ruth with FINAL revisions and feedback (edits and comments regarding layout and design) by noon on Monday, September 29

**Next MAT meeting: Thursday, October 2 from 10:30 a.m. – 12 noon at
Pitt County Development Services Building**