**MUSKEGON COUNTY HOMELESS CONTINUUM OF CARE NETWORK**

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**Outreach Committee**

**March 13,2023**

***1:00PM – 2:00PM***

**United Way of the Lakeshore**

**31 E Clay Ave. Muskegon MI, 49442**

**Minutes**

1. Call to Order – meeting was called to order at 1:04 PM

Welcome and Minute Review – Introductions were made. Those in attendance were:

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| Dan Moran, HMIS Admin | Jamie Hekker,PHMC |
| Alicia Cox, VA | Jasmine Young, VA |
| Melissa White, EWP | Stephen Thiele, Red Project |
| Nancy Todd, Community enCompass | Jauwan Wiggers, Users Union |
| Latoyia Jackson, CenC | Miranda Paggeot, CoC Coordinator |
| Cherrelle Hughey, CenC |  |

The minutes were reviewed. Ms. Hekker motioned to approve the minutes with the correction to her last name, which was seconded by Mr. Thiele.

II. April PIT Count– Ms. Paggeot announced that the Point in Time count is conducted in Muskegon County on a quarterly basis. The reason for this is to have a better understanding of the homeless population. The national survey day is within the last ten days of the January. Typically, in west Michigan this is a cold snowy month and often individuals find shelter with family friends and good Samaritans. The next PIT date is set for April 26th. We will be asking for volunteers to be at the HUB at 8:00pm. Teams would be assembled a brief overview of the data collection and housekeeping rules would be gone over before deployment at 8:30pm.

The location details were discussed, and Ms. Paggeot will be reaching out to Joe Whalen from Fresh Coast Alliance to see if they would be willing to host the PIT count as they have done so in the past. Supplies and goodie bags will be available to individuals who are surveyed.

Ms. Hekker asked if any agency had any lanyards that could be donated, and volunteer badges could be created that had a list of contact numbers on them. Mr. Baskin announced he will donate lanyards for the PIT volunteers.

Ms. Paggeot inquired about having a supply of flashlights. Having a small supply of bright flashlights would be helpful for the volunteers who are looking for encampments since this work being done in the evening hours. Mr. Baskin suggested reaching out to Core Reality as they had flashlights that were being given away for marketing purposes.

Ms. Todd and Ms. Hughey volunteered to get a more updated map of active locations for encampments. Mr. Thiele had provided encampment locations during the last PIT count, so his participation has also been requested. Mr. Wiggers announced that the Users Union holds weekly meetings on Tuesday evenings at the Red Project and many of the participants are homeless individuals.

III. Announcement of Chair – Mr. Baskin announced that Cherrelle Hughey from Community enCompass has accepted the nomination and has been appointed as Chair for the Outreach Committee. A meeting will be held with Mr. Baskin and Ms. Paggeot to get her acquainted with the role and responsibilities.

Ms. Hekker provided the committee an overview of the hierarchy of the CoC.

IV. CE System Inactive Policy – Ms. Paggeot presented the Inactive Status Policy and gave a brief explanation of why this was created. This policy serves as a safety blanket to ensure that one last effort is made to make contact with an individual from the By-Name-List before they are moved to the inactive status.

This policy was reviewed and noted that Ms. Paggeot will send out the policy with tracking changes on it to the committee to add their input on. Mr. Baskin suggested referencing other policies this pertains to. Ms. Hekker suggested that all policies have a naming and numbering conventions adopted to them. This will help with record keeping and transparency.

V. Other Business – Conversations around the VA Stand-Down and participation and how to get “buy-in” were discussed. Mr. Basking, suggested to get individuals from higher positions or political positions that are veterans to promote the VA Stand-Down. The VA will be offering transportation to their clients who would like to attend.

The meeting was adjourned at 1:45 pm.