**MUSKEGON COUNTY HOMELESS CONTINUUM OF CARE NETWORK**

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**Outreach Committee**

***December 16th, 2015***

Louis A. McMurray Conference Center (MATS)

2624 Sixth St. Muskegon Heights, MI.

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Meeting Minutes

Our meetings will return to their regular dates and times in January: the 4th Wednesday of the month at 130p at the Louis A. McMurray Conference Center (MATS). We need to alert Miranda to this change so she can update the website.

PHC Review

2015 PHC report submitted and approved by the Michigan Coalition Against Homelessness, they congratulated us on a great job.

* We are planning to hold next year's event on the 2nd of November, we need to share this information with Affinia Health if we plan are partnering with them for food truck relocation.
  + We had a couple food truck issues this year, going forward we will pick one representative to handle the food truck (Javier); we will reach out to the Affinia Health's food truck team and design a plan together.
* We enjoyed the Agency Survey questions from last year's version, we will be adding several new questions including, questions about the food truck, the new event passport, registration fees, and feedback on the services offered this year.
* We have decided to think about a Youth PHC event but really want to focus on growing our current PHC event.
* We are going to research other possible locations that will allow us to grow the event; we will also be looking for funding that would allow us to host our own food truck at the new location. The committee has been charged with researching potential locations for discussion.

January PIT

* We will be hosting the January PIT on Wednesday the 27th at 830p, using the Muskegon Community Health Project offices as our hub.
* Michael will be distributing the letter/poster with event information and volunteer recruitment call. He will work on the press release as well.
* Michael will look into donations for hot beverages/light refreshments for the volunteers assisting with data collection on January 27th. Anyone that wants to solicit donations for our volunteers is welcome to do so, please notify Michael.
* The committee decided not to solicit donations from the community for supplies to distribute on the PIT; we would like to reserve our resources for the 2016 PHC.
* Michael will be speaking with the Muskegon Covenant Academy to see how they would like to be involved.
* Any additional information will be discussed the day of the PIT at our regularly scheduled meeting at 130p at the MATS Louis A. McMurray Conference Center.

Action Plan

* February 24th from 130 to 430p is still our date for the Action Plan Meeting with Kristina Baas. Please add it to your schedule.

The committee is still very interested in hosting a 'Friend-raising' event; we will revisit this after our PIT and Action Plan Meeting.

There was no new information regarding the ESG Outreach Team, they are continuing to investigate a potential encampment in the wooded area behind the Meijer store on Harvey Street.

Next Meeting: ***January 27th, 130pm***

Location: Louis A. McMurray Conference Center (MATS)

2624 Sixth St. Muskegon Heights

