

2019 Statewide PIT Count Committee

November 12th, 2019 11:00 am MT/ 10:00 am PT Meeting Minutes

Facilitator:	Jennifer Otto
Attendees:	Donna Brundage, Amanda Johnson, Steve Thomas, Dena Skinner, Sarah O'Banion, Amber Taysom, Misty McEwan, Amy Duque, Jennifer Otto, Alicia Dart-Clegg
Not Present:	Brian Dale, Ginny Acevedo, Scott Parker, Alacia Handy, Suzanne Peck, Bryan Bumgarner

NEW ITEMS:

1. Committee Roll Call and Approve Oct Minutes

- a. Approval of October minutes. Steve motioned to approve, Amanda seconded; motion passed unanimously.

2. Regional PIT Subcommittee Updates

- a. Region 1- Having their first meeting on November 20th and will have more information then. Donna is having a meeting with a school district outreach representative this Friday to coordinate with them on the PIT Count.
- b. Region 2- They don't have a meeting scheduled yet, but will soon.
- c. Region 3- Had their first organizational meeting last week and are meeting again tomorrow.
- d. Region 4- They don't have a meeting scheduled yet.
- e. Region 5- Had their Regional Coalition meeting recently and spent a good portion of time during it identifying new survey sites, they want to put a greater emphasis on covering the whole region including rural areas.
- f. Region 6- Nothing to report yet.

3. Unsheltered Survey- Review/Any Changes

- a. The unsheltered survey that we used last year was provided with the meeting materials, discussed whether any changes or edits are suggested. Please suggest any changes by December 20th.
- b. Sarah mentioned that she liked the change to the survey last year with the option to end the survey after the initial questions if the person being surveyed is in a sheltered situation. She also appreciates having a comment section included on the survey.
- c. Jenn asked if people had preferences about how Questions 10 & 11 are asked on the Unsheltered Survey ("What situation (s) have caused you to become homeless?" and "What circumstances are preventing you from becoming or staying housed?"). We currently use a "check all that apply" approach; do people want to keep that the same or ask the survey participant to address a primary cause?
 - i. The question was discussed; committee members didn't have strong preferences for one over the other so the questions are being left as is right now.

4. PIT Count Posters- Design Our Own? Volunteers?

2019 Statewide PIT Count Committee

- a. The PIT count posters were discussed during the on-site meeting- the timing when we get them from HUD and whether we like HUD's design. It was suggested that we could design our own- Jenn asked what people thought about that and if there were any volunteers.
- b. Donna volunteered to do a mock-up as she also does graphic design and will have that ready by Dec 10th or before.

5. Incentives- Same allocation as last year?

- a. The current stipend and incentive allocation was discussed, and whether that should be kept the same or changed this year. Do we want to move more money into the stipend from incentives or move incentives from one region to another?
- b. Sarah said that they use all of the incentives and that they use a portion of the stipend money to buy additional incentives and that that works well. Steve said that his region does it the same way and concurred.
- c. Steve motioned to keep the incentive allocation as it currently is.
- d. Jenn brought up the stipends allocated to Region 1 in relation to their count and to stipends allocated for other regions and asked if Region 2 or Region 3 needed more incentives with their increasing counts. Steve said that they still don't spend all of their stipend in R2 and Amanda said that they don't want to take anything away from another region but could use more incentives.
- e. Donna will talk to Scott and others for R1 about willingness to give up a portion their incentives to another region.
- f. Steve withdrew his motion as the discussion about incentives will continue in the next meeting.

6. Other

- a. Misty asked about the next meeting date to clarify the date and day of the week included on the agenda. Jenn clarified that the next meeting is on Tuesday, December 10th.

FOLLOW-UP ITEMS:

POST-MEETING ACTION ITEMS:

- Pre-Count Survey Due December 6th
- Agency List – Review and Update - Due December 20th

POINTS OF INFORMATION:

Next Meeting

- Tuesday December 10th at 11am MT/10am PT
- PIT Count Committee docs can be found at <https://drive.google.com/drive/folders/1fv8jkeHvw5BiNGvT-frZ2sw0Fd0plZMK?usp=sharing>
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