

Strategic Plan Committee Minutes
1/29/2020

Present: Ronnie Duncan, Felicia Erickson, Linda Hedstrom, Robyn Bera, Rachelle Damiata, Doreen Gilmore, Ana Santana, Chris Talifero, Gina
Some people have experience in developing strategic plans

Review/history of what we have: In 2014 there was a governance charter for the CoC Strategic Plan. There is also a conflict of interest policy and a description of committees from 2016. In 2017 the governance charter was updated. In 2017 an MOU was approved for the people working within the CoC. In 2017 there are strategic planning session and recap notes. Bylaws were presented and approved in May 2019. Vision Statement is current.

There is a mixed and limited amount of historical information.

The group reviewed the responsibilities of the Strategic Plan Committee via the Description of CoC Committees.

Three Vs Five Year Plan:

Doreen: three year plan is best as we're just getting started.

Robyn: a one year plan focused on the highest priorities first, as we develop a larger 3 year plan.

Linda: HUD clearly defines the guidelines and a 3-year plan is required. Her suggestion is that we wait on developing the plan until the COC gets required HUD training. A 2-year grant for 25k may be available for Strategic Plan development through the HHAP funding. A Strategic Plan is not required for the HHAP application. Recommendation is to wait a few months to have HUD provide technical assistance and help develop the Strategic Plan, using the HHAP funds.

We need to double check that's what is written in our bylaws are the same requirements by HUD.

Proposal to invite HUD to the March COC meeting and providing the "CoC 101" training. By this time we will have our HHAP application submitted with a budget line devoted to Strategic Planning.

Future Meetings: The group will meet the third Wednesday of each month at 3:00 at the Lakeport NCO Conference Room.

Structure Model for Plan: More than likely the HUD trainers will provide a sample model. The Strategic Plan needs address our mission and values. There is an approved mission and value statement within the CoC.

Survey: Survey questions will be sent to our homeless population to get a better understanding of what the community needs. We will look at the PIT questions and develop more questions. The CoC will be asked to help develop these questions.

We may want to look at making the PIT count part of our Strategic Plan.

Bylaws will be reviewed at the next CoC meeting.

Next steps:

- HUD training
- Survey
- Mission and Vision Statement

6/15/2020

Email meeting Strategic Planning Committee:

Good morning everyone,

So this is our meeting on the internet- to fill you in.

We submitted the changes to the By-Laws, they are attached. We took out the Coordinated Entry sections.

The Community input survey closes on the 25th and I will send out the results. Please consider the format that we would like to present this information. We can set up our community goals as we did our CoC structure objectives. This will be easy to report on, since I did it in excel. We can provide yearly updates on progress by entering another column. It will make it easy for the committee for the next four years.

For our SWOT, if it is okay with everyone, we will add a summary and add it to the Table of Contents.

Please be looking in your emails for the survey results and send any suggestions, ideas, comments to me by the end of the month. I always love hearing your ideas.

As for the plan, Marianne Back-Taylor offered to edit and clean up our data field boxes. We are hoping to hear back from her soon - I will be adding the edits that I received from our members, when I hear back from her.

Anyone want to do the Values Statement????? Otherwise I may delete it. We can always add this later - when we can meet in person and formulate one.

Thank you everyone,