

# Chittenden County Homeless Alliance

## Membership & Outreach Committee Meeting

Wednesday, January 7th, 2026 1:30PM  
– 2:30PM

[Meeting Link](#)

### **Membership & Outreach Committee**

*Identify potential interested and qualified candidates for positions on the Steering Committee, including officer positions; conduct outreach to ensure that the membership is reflective of our community and includes BIPOC representation to increase participation, leadership, and decision-making within CCHA activities; develop clear orientation materials about the Alliance; provide professional development training based on current knowledge; and plan Community Meetings in consultation with the Steering Committee officers and full Steering Committee; Provide support to the operations of the Lived Experience Engagement Working Group.*

*In addition, the Membership and Outreach Committee will survey current partners toward several ends:*

- a. To determine needs/interests of partners and their and connection to the Alliance,*
- b. To determine how partners currently gather and use feedback from people with lived experience,*
- c. To determine if there are strategies for sharing, aligning, or streamlining this feedback collection and integration across the housing services system.*

## **MINUTES**

### **1. Introductions and Announcements**

**5 Minutes**

The KidSafe Collaborative Outstanding Service Member award nomination period has been extended to January 15<sup>th</sup>. Reach out to Meghan if you need flexibility with that deadline.

### **2. Review of the [December Meeting Minutes](#)**

**5 Minutes**

### **3. Recruiting Strategy**

**15 Minutes**

**a. What are the benefits of membership? How can we create more?**

**b. Recruitment Road Show**

Community Health Centers of Burlington (CHCB) hosts a town hall once per month and would be a good opportunity for us to speak for the road show. Julia will ask her

team to see if it makes sense to find a time to connect.

KidsNet may be a potential partner we could approach with the Road Show. Meghan will reach out to see when we could make our pitch.

Connecting Cultures – Marissa will reach out to see if we can make our pitch at a meeting in the near future.

The Adult Lit group meets monthly and would be another opportunity to make our CCHA pitch. Bryce will reach out to Kerri to make a plan.

The school districts are a priority partner to connect with. Jennie Davis may help us connect with Winooski School District. Bryce will reach out to Jennie to learn more.

Therapeutic Works was also mentioned as a potential organization to connect with. Crystal Barry is the director, and Julia will reach out to connect.

We want to connect with the universities in Chittenden County (UVM, Champlain College, & St. Michaels). Bryce will explore options for connecting the colleges.

More people from Howard Center could participate in the CCHA. They have multiple departments that could be further represented in the CCHA. Chuck Medic is one of the Senior Managers, and Marissa will reach out to connect. Meghan will reach out to Liz Mitchell as well.

**c. [Recruitment Tracking Spreadsheet](#)**

Refer to the Recruitment Tracking Spreadsheet to review the recruitment strategies discussed.

**4. [Annual Workplan](#)**

**20 Minutes**

The group briefly reviewed the Workplan and will spend more time with it during the February meeting.

**5. Contois Auditorium – Creating a Welcoming Space**

**5 Minutes**

A representative from the committee will greet people as they enter Contois Auditorium at the sign-in desk.

**6. [Recruitment Brochure](#) for Co-Chairs**

**10 Minutes**

This item was tabled to the February meeting.