

Chittenden County Homeless Alliance

Membership & Outreach Committee Meeting

Wednesday, November 5th, 2025

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

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| 1. Introductions and Announcements | 5 Minutes |
| 2. Review of the October Meeting Minutes | 5 Minutes |
| 3. Recruiting Strategy | 15 Minutes |

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

Partnership and familiarity with the people and programs doing the work. Having a unified way of providing value to membership. Input on systems-level change on a state and local level. Distilling rapidly changing information from the state and federal governments. A good way to understand what creative solutions other organizations in the community are using.

Membership helps to advertise to the community the causes the organizations support.

It can be difficult for folks on the fringe to find value in the offerings from CCHA. Membership in the CCHA can help to understand the population our organizations serve.

We may need to think about organization-specific strategies for recruiting other member organizations. What is the specific value we can provide to them?

How can we connect with AgeWell and recruit them for subcommittee work?

Who else could we recruit from the Agency of Human Services? What about the Department of Health? Department of Mental Health (Adnan, Housing Program Administrator was mentioned as a potential subcommittee participant)?

b. Recruitment Road Show –

The idea was presented for the committee to engage member organizations to provide CCHA Overview presentations, as an addition to their existing organizational events.

This is also meant to highlight the responsibility of Voting Member organizations to join subcommittee work.

c. [Recruitment Tracking Spreadsheet](#)

4. Identify Steering Committee Candidates

10 Minutes

How can we engage members who aren't involved in the NOFO process? What gaps exist in the current membership? How can we expand our membership in other school districts?

We could offer some type of focus groups for potential member organizations to learn more about the CCHA. The situation table could be a recruitment event for other organizations.

Perhaps the University of Vermont Medical Center (UVMCMC) could be a candidate for the Steering Committee?

Could we host a quarterly meeting for executive leadership as part of the Steering Committee meeting schedule?

The Unsheltered Data report from the CRC could be delayed one month to form an apples-to-apples comparison to the CE data presentation. This would allow both data reports to be readily available and included in future Steering Committee agendas.

New Legislative Advocacy Committee will be an opportunity to market to potential new

members or participants. UVMMC could be a good candidate for this committee. Is there potential for partnership with the Vermont State Department of Corrections? Maybe motel program case managers. Erhard Mahnke is taking on the legislative efforts for HHAV now that Frank Knaack is leaving. Taylor will reach out to Frank for more information on HHAV's participation on the committee.

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| 5. Annual Workplan | 15 Minutes |
| 6. Recruitment Brochure for Co-Chairs | 5 Minutes |
| 7. Other Business | 5 Minutes |