

# Chittenden County Homeless Alliance

## Membership & Outreach Committee Meeting

Wednesday, June 4th, 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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|---|------------------|
| <b>1. Introductions and Announcements</b>                   | <b>5 Minutes</b> |
| <b>2. Review of the <a href="#">May Meeting Minutes</a></b> | <b>5 Minutes</b> |

Tabled.

- |   |                   |
|---|-------------------|
| <b>3. Lived Experience Engagement Working Group</b> | <b>10 Minutes</b> |
| <b>a. Potential Budget</b>                          |                   |

Tabled. Kerri is going to meet with UVM Health to discuss any funding that may be available for the working group facilitator.

**b. Balance of State – Committee Charter Review**

The committee liked the idea of using the working group as a funnel for people with lived experience to participate in other CCHA Committees. The question was raised as to who should be attending these working group meetings, other than the facilitator. Perhaps some members of the Membership Committee?

The group emphasized wanting to stay flexible while the group is forming. Feedback from the participants will inform the process of design after meetings begin.

**4. Membership Survey**

**10 Minutes**

**a. Review Draft Survey**

Additional edits were made to the draft survey based on the conversation in the meeting. See the linked survey above to read the updated draft.

**5. Annual Workplan**

**15 Minutes**

The next major item of business from the annual workplan is the membership survey. Bryce will send the draft to the Executive Committee for review before sending it to the CCHA membership. The Membership & Outreach Committee would like to send the survey before the end of June.

**6. Identify Steering Committee Candidates**

**5 Minutes**

- a. [Recruitment Tracking Spreadsheet](#)
- b. **Committee Recruitment Strategies**

Committee participation has reduced, and the group will shift to emphasize recruiting members to participate in the subcommittee itself.

**7. Provide Professional Development Training Opportunities**

**5 Minutes**

- a. **Ideas for Regular De-Escalation Training**
- b. **Potential Training Partner Organizations**

Bryce mentioned Common Good Vermont as a potential partner for CCHA training sessions. He also thought training on collaboration between organizations would support the overall mission of CCHA.

**8. Other Business**

**5 Minutes**