

Chittenden County Homeless Alliance

Membership & Outreach Committee Meeting

Wednesday, February 5th, 2025

1:30PM – 2:30PM

Link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTUzZTI2MWYtZmQyZi00NzllLWJhNGMtY2ExZTBhNGQ1YjY2%40thread.v2/0?content=%7b%22Tid%22%3a%2220b4933b-baad-433c-9c02-70edcc7559c6%22%2c%22Oid%22%3a%227dc281fc-4028-4be3-97ed-d88a8f0d9294%22%7d

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* (15 minutes)

Kerri mentioned her team at the Vermont Agency of Human Services will be acting as a conduit for informational changes at the federal level.

Meghan mentioned the KidSafe Collaborative is hosting its annual legislative forum Monday February 10th from 9:30-11:00am.

a. CCHA Co-Chairs Meeting Discussion

Earlier today, the Strategic Planning Committee hosted a meeting with all the CCHA Committee co-chairs. The meeting was meant to bring everyone onto the same page, discussing duties of co-chairs. The Strategic Planning Committee also shared a template for an annual workplan for each of the CCHA Committees.

This group will discuss the annual workplan at the March meeting.

2. Identify Steering Committee Candidates (5 minutes)

- Will Towne mentioned the King Street Center may be a good candidate for the Membership and Outreach Committee.
- Emily mentioned her colleague and Outreach Manager, Amanda Smith, may be a good person to invite to our next meeting.
- Bryce mentioned the Committee should always be thinking about recruiting members for the Steering and Membership & Outreach Committees. Taylor mentioned Steps and CVOEO would be candidates for this committee, maybe Adam Hall.
- Kerri Duquette-Hoffman thought Pathways would be a good candidate for the Membership & Outreach Committee. Kerri will connect with Lana to approach recruitment.

- Taylor Thibault mentioned the Department of Mental Health would be a good candidate for the Steering Committee, as well as the Department of Health and the Vermont Department of Justice or Corrections. Taylor asked Bryce to specifically ask those state employees in Waterbury if our Steering Committee Meeting were hybrid if that would help them to attend or join the CCHA. Kerri mentioned Adnan Duracak.
- Emily mentioned Mercy Connections would be a good candidate. Emily will reach out to her contact Jan.
- Will Town mentioned the school districts could be an important partner to recruit, as well as Associations of Africans Living in Vermont.
- Kerri thought we could try to find someone who works in the Emergency Department at UVMMC.
- Meghan Masterson said she would reach out to Cara Gleason Klebs from Howard Center.
- Meghan also mentioned Easter Seals could be a good partner for the CCHA.
- Erin Langlois M.Ed, Director of Programs and Services, Easterseals Vermont (elanglois@eastersealsvt.org). Erin is now based out of their Barre office, so we could ask if hybrid attendance would help. She may also be able to identify someone based in their Burlington office.
- Will Towne listed the Fletcher Library as a potential CCHA partner.

- Will asked if HomeShare has officially become a member of the Steering Committee. Connor Timmons is attending Steering Committee meetings and we will keep him involved until October when he could become an official CCHA member.
- Meghan Masterson listed the Champlain Valley Chamber of Commerce as a potential CCHA partner.
- Will listed the Burlington Business Association as a potential CCHA partner.
- Kerri asked if there is anyone from the Merrill Weinberger Housing Task Force represented in the CCHA. Will said, “not yet.”
- Taylor Thibault mentioned we should have quarterly meetings with organizations like the Champlain Valley Chamber of Commerce and the Burlington Business Association. This would allow us to make contact without changing the discussion at our standard Steering Committee meetings.
- Kerri mentioned the towns within the County would be good partners for the CCHA Steering Committee.
- Kerri mentioned she will ask Onara from Dismus House to join the Steering Committee.
- Will mentioned the Richard Kemp Center. A good contact would be Mark and Kerri will reach out.

3. Outreach to Ensure BIPOC Representation

(5 minutes)

4. *Develop Clear Orientation Materials About the Alliance*

(10 minutes)

- Kerri mentioned there isn't much for Orientation Materials at this point, but the committee will work to produce more. Bryce will create a draft sales or marketing brochure for recruiting further membership.
- Kerri asked if we could make it easier for people to officially join the CCHA, rather than using one opportunity at the annual meeting. Bryce will bring this idea to the Strategic Planning Committee and report back.
- Kerri mentioned Ischar is a new member that has not be involved much yet, and Kerri will send Bryce contact information to reach out.

5. *Provide Professional Development Training Opportunities*

(5 minutes)

Bryce is continuing to post relevant training opportunities to the CCHA website calendar.

6. *Support Lived Experience Engagement Working Group*

(5 minutes)

The Committee will discuss the creation of this Working Group in greater detail at the March meeting.

7. *Current Partner Survey*

(5 minutes)

Will mentioned the survey would provide an opportunity to get feedback or language that would be useful for a recruiting brochure.

8. *Other Business*

(10 minutes)