



Homeless Services Masterplan Subcommittee Meeting Agenda

Siskiyou Room, Community Development and Engineering Building, 51 Winburn Way
Wednesday, March 27, 2024 * 5:30 – 7:30 p.m.

AGENDA

CALL TO ORDER: 5:30 p.m., Meeting held in person or join virtually via Zoom at
<https://zoom.us/j/93756499938?pwd=eEJMWWxHbFJqNVpWNlhCY3RQZERTZz09>

- 1. Welcome & Agenda Review (5:30–5:35 p.m.)**
- 2. Public Forum (5:35–5:40 p.m.)**
Up to 5 minutes allotted for public comment.
- 3. Comments from Council Liaisons (5:40–5:45 p.m.)**
Communications with or from Council about the work of the Subcommittee
- 4. Approval of Minutes (5:45–5:50 pm.)**
- 5. Updates on Services Inventory and Data Gathering (5:50–5:55 p.m.)**
- 6. Gathering Community Perspectives**
 - a. Representation (full group, 5:55–6:10 p.m.)
 - i. Who will we gather input from?
 - b. Assignments (small groups or individually, 6:10–6:45 p.m.)
 - i. Complete a population-specific “outreach and engagement plan” (worksheet)
 - ii. What demographics will we gather?
 - iii. What questions will be asked?
 - c. I & I (Ideas & Improvements, 6:45–7:05 p.m.)
- 7. Council Study Session (7:05–7:20 p.m.)**
- 8. Debrief (7:20–7:30 p.m.)**
 - a. Takeaways
 - b. Pluses and Minuses (What went well tonight? What do you wish were different?)
- 9. ADJOURNMENT: 7:30 PM**

Next Meeting Dates: Tuesday, April 9 and Wednesday, April 24 (City Council Study Session Progress Report 4/1)

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please email linda.reid@ashland.or.us. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102–35.104 ADA Title I).





Homeless Services Masterplan Subcommittee Meeting Agenda

Timeline

Date	Meeting	Topics	Follow-up Tasks
2/28	Subcommittee	Understanding the players addressing homelessness	
		Subcommittee Approach, Tasks, and Timeline	Share with HHSAC and City Council
		Assignments to complete Service Inventory	Gather information
		Communications with HHSAC and City Council	Provide written materials
	HHSAC	Subcommittee Approach, Tasks, and Timeline	
	City Council	Subcommittee Approach, Tasks, and Timeline	
3/12	Subcommittee	The Responsibilities of a Continuum of Care (CoC)	Gather additional information
		Final preparations for Program/Service Inventory work	Gather information
3/27	Subcommittee	Updates on Program/Services Inventory and data gathering	Continue to gather information
		Determine which subpopulations to engage in providing community perspectives and who will engage each population	
		Develop engagement plans for each subpopulation	Set up mechanisms, promote opportunities
		Decide on questions for each subpopulation	Prepare input/survey tools
		Communications with HHSAC and City Council	Provide written materials
3/28	HHSAC	Community Engagement plans	
4/1	City Council	Community Engagement plans	
4/9	Subcommittee	Updates on Community Engagement	Continue with process
		Review Services Inventory	Any additions
		Identify barriers to accessing services	
		Data presentation	Any clarifications





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Date	Meeting	Topics	Follow-up Tasks
4/24	Subcommittee	Review public input highlights, and decide who will prepare the findings	Prepare findings
		Review information on local CoC; discuss strengths, weaknesses, and potential opportunities	
5/7	Subcommittee	Presentation and discussion of community perspectives, themes, and priorities	
5/22	Subcommittee	Review data and Services Inventory; assess strengths, weaknesses, and potential opportunities	
6/11	Subcommittee	Review draft report, including framework for money map. Suggest revisions.	Finalize report
		Discuss format for reporting to HHSAC and City Council	Prepare for reporting on HHSAC and Council
6/26	Subcommittee	Review final report	Final adjustments
		Confirm plans for reporting to HHSAC and City Council	Final preparations
tba	HHSAC	Subcommittee Report	
tba	City Council	Subcommittee Report	