### Siskiyou Room, Community Development and Engineering Building, 51 Winburn Way

**Tuesday April 9, 2024 \* 5:30 – 7:30 p.m.**

### AGENDA

**CALL TO ORDER:** 5:30 p.m., Meeting held in person (no Zoom option this time)

1. **Welcome & Agenda Review (5:30-5:35 p.m.)**
2. **Public Forum and Announcements (5:35-5:40 p.m.)**

Up to 5 minutes allotted for public comment.

1. **Debrief of City Council Study Session (5:40-5:45 p.m.)**
2. **Comments from Council Liaisons (5:45-5:50 p.m.)**

Communications with or from Council about the work of the Subcommittee

1. **Approval of Minutes (5:50-5:55 pm.)**
2. **Updates on Services Inventory (5:55-6:00 p.m.)**

All forms due by Friday, April 12

1. **Review Revised Timeline (6:00-6:10 p.m.)**
2. **Review and SWOT Analysis of the CoC (6:10-6:55 p.m.)**
3. **Finalizing Community Outreach Plans and Communications (6:55-7:20 p.m.)**
4. **Debrief (7:20-7:30 p.m.)**
	1. Takeaways
	2. Pluses and Minuses (What went well tonight? What do you wish were different?)
5. **ADJOURNMENT:** 7:30 PM

**Next Meeting Dates:** Wednesday, April 24 and Tuesday May 14

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 1).

Timeline (revised 4/4/24)

| **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  |  |
| 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 | Finalize questions/tools for each subpopulation  | Prepare tools. Set up mechanisms, promote opportunities |
| Review progress on Services Inventory | **Confirm deadline 4/12** |
| Review CoC information; discuss strengths, weaknesses, and potential opportunities | Collect any additional information |
| 4/24 | Subcommittee | Review Services Inventory and identify barriers to accessing services | Prepare for SWOT |
| Data presentation – part 1 |  |
| Update on Community Input process | **Confirm deadline 5/7** |
| 5/14 | Subcommittee | Review public input; identify themes | Prepare summary  |
| Data presentation – part 2 |  |
| 5/22 | Subcommittee | Services Inventory SWOT Analysis |  |
| Review summary of Community Input; affirm community perspectives, themes, and priorities |  |
| 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 to 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 |  |

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Last updated 4/4/24