**Community Plan Meeting Notes May 9, 2019**

1. **3) Brenda will Chair the Committee through December**
2. **Engagement with Responsible Parties**

**Letter/Email and Survey** to some of the responsible parties that are not HSC Committees. Brenda – will draft letter and send to committees to review. Also include PHA’s – survey them, and ask to get on their agenda. Send to Director and Chairs

Introduce, inform them of their responsibilities. Survey with the following questions.

Were you aware of these?

What would you need?

If unrealistic, do you have an alternative?

Would you be interested in attending a meeting to discuss this and work on it?

**Meetings with HSC Committees and PHAs**

June 13 – meeting with Funders Committee & EA meeting. We need to confirm the Funders availability.

Sept. 12 – invite Youth Committee, Shelter Providers.

Delegate E&A Committee to invite PHAs to one of their meetings.

1. **Community Plan Work Meetings**
2. July 11 – Community Plan Meeting (no others invited) work meeting. Review proposed changes to narrative. Review June meeting. Discuss survey results.
3. Oct. 10 – working meeting/ 2019 report.

**2)** **Google Folder for Community Plan Committee – Brenda set up google folder and doodle meetings.**

**4) Re-writing the narrative.** Brenda has notes. She has highlighted language that needs to be deleted because it is not matched to charts. The “plan at a glance” needs to be re-written to include all our goals and objectives. Quite a bit of housekeeping and updating. Group will review via google docs prior to July meeting.