



Community Plan Oversight Committee Minutes

August 13, 2021 9:30-10:30 AM

1. Attendees– Sarah Anderson, Angela Jones, Jalateefa Joe-Meyers, Melissa Mennig, Torrie Kopp Mueller
2. Someone to take notes
3. Action items requested by HSC Board
 - a. Engage in process to select a vendor to work with our community on a Community Plan – the Board wants to know the scope of the work and the exact cost
 - i. Kristin mentioned working on a questionnaire/Request for Proposal
 - ii. Respondents to come up with their own budget
 - iii. Engage people with lived experience, Race & Equity, experience with community engagement – especially those in marginalized communities, what models/methods were used in the past, how do you measure success?, what is facilitation model, do they use any research based facilitation tools/strategies?, provide recent example of work, engagement outside of the City, Dane County Housing Initiative – be sure to engage with them, working with/engaging communities around mental health/ substance use barriers, guide discussions on serving people with mental health/substance use, working with youth who are heads of household and doubled-up families (how to find them), what will the final product be?, how to deal with differences in thoughts on priorities?, courageous conversations
 - iv. Bring together reps from agencies to discuss barriers they see in the work and people with lived experience who are using the programs, included data – “homeless data summit”, data to center everyone and allow time/space for people to reflect on it, organizations bring a team that represents: administrator, direct service, client – hire someone to facilitate this part, have conversations that will result in a plan, 2 half-day summits, discuss data and then create plan, people take subsections of the plan to write based on their strengths, provide funding for the summits, fund a person to bring together notes and write the plan
 - v. Must have: someone/team with really good facilitation skills AND able to pull together information into a plan that is visually appealing
 - vi. Need to have community agree that final product is The Plan and there can't be a group that rewrites it, need to have buy-in from the beginning
 - vii. Who to send ask to: School of Social Work, School of Education Policy and Analysis, ask the group who to send this out to
 - viii. Torrie will work on a rough draft for an RFP

Did not get further in the agenda.

- b. Have conversations with City, County and other funders about where we can find funding
 - c. Present at a future Board meeting about the above work and then the Board will decide if making a funding request is appropriate
4. Next meeting: Friday, September 10th 9:30-10:30

If you need meeting materials in another format, please contact Torrie Kopp Mueller at (608)266-6254 or tkoppmueller@cityofmadison.com.