

Education & Advocacy Minutes

Committee Meeting 10/11/2023 11:00 am- 12:00pm

Charnice Anderson, Claire Baker, Kayla Counard, Andrea Gaines, Ali Hellenbrand, Takisha Jordan, Marjorie Lewis, Jessica Sims, Chara Taylor, Heidi Wegleitner, Alicia Spry, Jennifer

I. Introductions/ why are you here?

- II. Next steps for Education and Advocacy
 - A. Figure out new leadership for 2024
 - 1. Marjorie will be stepping down as meeting chair in January 2024
 - 2. The Committee would like to strengthen its structure
 - B. Create leadership role descriptions and assign/elect individuals to fill those roles
 - 1. **Current Committee Chair tasks** (could be broken up into multiple roles in the future)
 - a. Facilitate meetings
 - b. Host the Zoom during meetings
 - c. Set agenda/ book guests for meetings
 - d. Promote the meeting to the HSC general membership
 - e. Provide updates on the committees activities at the HSC general membership meeting
 - f. Keep track of group membership lists and calendar invitations to meetings
 - g. Answer questions from individuals interested in the committee
 - h. Keep track of member tasks and who is responsible (main responsible member and backups)
 - i. Send follow-up emails to committee members after meetings with actions to take
 - 2. Take meeting attendance and add to HSC attendance roll
 - 3. Take minutes at meetings and submit to HSC for posting on website
 - C. Create an annual schedule for the committee of the issues we want to work on - account for the timing of City and County budgets, Homelessness Awareness month, etc.
 - D. State tasks and recruit members for each

III. Assigned Tasks

- A. Takisha will attend the October HSC meeting and brag about our success with getting Ordinance 207b repealed, as well as recruiting people to attend our November committee meeting to start planning for 2024
- B. Marjorie will send out an email in November to the current committee encouraging as many people as possible to attend
- C. Marjorie will set up a jamboard for the November meeting