

PARTNERS IN CARE

Oahu Continuum of Care

Our mission is to eliminate homelessness through open and inclusive participation and the coordination of integrated responses.

Awareness & Communications Committee Meeting

Minutes

DATE: August 1, 2023

TIME: 10:00am to 11:30am

LOCATION: Virtual Meeting via Microsoft Teams

| Agenda Topic | Discussion | Outcome/Action |
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| Intro: | Welcome everyone | |
| I. Call to Order | The meeting was called to order by Laura at 10:01am. | N/A |
| II. Approval of Minutes | July Minutes Review | Motion to approve: Dani, 2 nd Melissa |
| III. Continuing Business | <p>A. CONFERENCE</p> <p>Speakers/sessions:</p> <ul style="list-style-type: none">- Dani: Most sessions already confirmed, just having some difficulty getting speakers & descriptions/bios finalized.- Laura: Getting bios for HUD & Back Office sessions. - Jena: Needing more guidance on what the session should be like.- Laura: Wanting to hear about best practices for Outreach. Some discussion on workers not making promises if they can't keep them (not saying you'll be back tomorrow if you aren't sure). Have someone with lived experience speak on how they would like to be approached by an Outreach worker/what they think best practices may be. Then opening up for discussion.- Jena: No one with lived experience on the HOME staff.- Laura: PIC can ask our employee with lived experience & outreach experience if she'd be willing to speak. - Dani: For clarification purposes – Christopher will be handling Youth Housing First session, Sharon handling LGBTQ+ youth session. | <p>Do-outs include:</p> <p>Finalize speakers & bios.</p> <p>Laura to get back to Jena about PIC speaker.</p> |

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| | <p>Registration:</p> <ul style="list-style-type: none"> - Going live with early registration on August 15. - Will be having Pau Hana after event. Limit 175 attendees, must sign up along with registration. Limit 1 free drink per person, can pay cash for additional drinks. - Committee members do need to pay for their registration. <p>Website Tour:</p> <ul style="list-style-type: none"> - Website not 100% done, but close. - Going to be changing logo slightly due to a comment that it looked more like rope than ti leaf. New logo has been identified. - Changed order of sponsors to show respect to Native Hawaiian sponsors. - No complaints or suggestions from members. <p>Budget:</p> <ul style="list-style-type: none"> - Still waiting to hear from BTG on their budget. - Will be relying mostly on fundraising & sponsorship. <p>Day 2:</p> <ul style="list-style-type: none"> - Day 2 will be at Convention Center. We are wanting to talk up day 2 so that more people/providers attend. <p>Flowers/foliage:</p> <ul style="list-style-type: none"> - Aura provided committee with clarification on what exactly is needed (donations of hearty flowers & holders for centerpieces). - Aura to reach out to people who donated last year. - Carla to assist with holder donation. - Deadline for donations is the day before the conference. Location for donation drop-off is Aura's cousin's house in Kaneohe; Aura to provide contact information. <p>Blessing:</p> <ul style="list-style-type: none"> - Jere having difficulty connecting with the person he thought could do the blessing. Sara & Laura both have people they can reach out to. <p>Press:</p> <ul style="list-style-type: none"> - Last year we invited a lot of press to the event but none attended. - This year, goal is to have more public awareness of what the CoC/committees are working on to entice the press to attend. | <p>Finish website.</p> <p>Promote Day 2.</p> <p>Aura to reach out to last year's donors and provide committee with contact info for donation drop-offs. Committee members to seek donors.</p> <p>Sara and Laura to reach out to community members for blessing.</p> <p>Increase public awareness of internal activities to try to secure more press.</p> |
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| | <p>Location:</p> <ul style="list-style-type: none">- Need to confirm ASAP if we will be using Koolau Ballroom again next year.- Convention Center: More expensive and we would need to identify an outside vendor for food.- Also need to identify DATE for next year; do we want to change to homeless awareness week? Can decide after this year's event.- <i>POLL:</i> When & where should event be held? <i>RESULTS:</i> Majority want event to remain at Koolau Ballroom, change date to homeless awareness week. <p>B. PUBLIC AWARENESS & ENGAGEMENT ACTIVITY</p> <ul style="list-style-type: none">- Community is requesting Genki Ala Wai Project to take place end of 2023/beginning of 2024.- PITC is taking place in January 2024, so December 2023 may be better.- Aura to see what's available for December 2023. | <p>Confirm next year's date & location.</p> <p>Aura to see what's available in December 2023 for Genki Ala Wai Project.</p> |
| IV. Next Meeting | Tuesday, September 5th, 10-11:30am | Meeting adjourned at 11:04 AM |