



PARTNERS IN CARE

Oahu Continuum of Care

Partners in Care is a coalition of Oahu's homeless service providers, government representatives and community stakeholders working together in partnership to end homelessness.

MINUTES

AWARENESS Committee Meeting

May 3, 2022

TIME: 10:00am to 11:00am

LOCATION: Virtual Meeting via Microsoft Teams

Attendees: Jere Kalima, Laura Thielen, Sharaleen McShane, Dani Gella, Cheryl Bellisario, Kanoe Ka'aloa, Maile Daniel, Roberta Maldonado, Summer Pakele, Rhea Nuguid, Scot Morishige, and Elliott Wood.

Agenda Topic	Discussion	Outcome/Action
Intro:	Welcome everyone....	
I. Call to Order	The meeting was called to order by Jere Kalima at 10:00am. The following members were absent: a. Melody Aoki b. Jennifer Higashi c. Jasmin Jin d. Keala Souza	NA
II. Approval of Minutes	<ul style="list-style-type: none"> • May 3, 2022 minutes reviewed and approved. 	Approved
III. Continuing Business:	1) 2022 Awareness Conference Updates: <ul style="list-style-type: none"> a. Committee Roster: <ul style="list-style-type: none"> - Jere updated the committee with a new roster and to verify contact information. b. Committee Roles: <ul style="list-style-type: none"> - Jere assigned roles to committee members with an outline of their expected duties. c. Conference General Outline: <ul style="list-style-type: none"> - Jere reviewed the conference timeline of the day's event from beginning to end. Conference is from 8:30am – 4:30pm at Ko'olau Ballroom on Friday November 18th, 2022. d. Conference Deadlines: <ul style="list-style-type: none"> - Jere updated the committee with a list of deadlines to complete projects with coordinating this year's conference. Registration costs and release dates are as followed: <ul style="list-style-type: none"> - Early Registration \$65 – open on August 1st - Regular Registration \$75 – open on September 1st 	Jere Jere Jere

	<ul style="list-style-type: none"> - Late Registration \$85 – open on October 1st - CEU applications were discussed in detail as to what takes place during the process and what’s needed to submit application. Jere will provide a list of items needed for the CEU application to committee. e. Sponsorships/Donations: <ul style="list-style-type: none"> - Released date is set for Monday 5/16/2022. Jere will complete all forms and submit to Sponsor Leads to send out to our listserv. f. Conference Theme Suggestions: <ul style="list-style-type: none"> - Jere will send an email link to the committee to submit theme suggestions. Committee will review the list at next meeting. g. Merchandise Sales: <p>Jere asked if the committee wanted to do a sale on merchandise at the conference. Jere mentioned that it was something we’ve done at prior conferences but asked for the committee’s vote to do it or not. Maile mentioned the tedious process on finding a vendor to do t-shirts and other miscellaneous items. Timing is a bit late to think about merchandise sales. Committee agreed to put this on hold until next year’s conference and plan to revisit this option in January 2023.</p> 	<p>Jere</p> <p>Jere</p> <p>Jere</p> <p>Jere/Maile</p>
IV. New Business:	<p>1) Statewide Participation: Scott asked if agencies like SHDC and CCH asked their staff on the neighbor islands if they were willing to participate at the conference. Maile and Dani mentioned that the virtual format at past conferences were offered but few had participated. Scott also mentioned if the conference should be renamed to represent PIC and its Oahu continuum of care as opposed to a statewide conference considering the focus is more on Oahu-based resources. Jere mentioned that the committee has opened the invitation to all island representatives who were unable to join-in due to scheduling conflicts. Jere also mentioned that he will discuss this with the PIC Board to get more direction on this.</p>	Scott/Jere/Maile/Dani
V. Other Issues:	1) None	
VI. Next Meeting:	The next meeting will be on Tuesday, June 7 th via Microsoft Teams Video/Phone Conference from 10:00am – 11:00am.	
Minutes Prepared by:	Jere Kalima, Awareness Committee Chair	

(NOTE: Minutes must be distributed to Committee members and posted on the PIC website prior to the next Committee meeting. Committee Chair/designee must also forward minutes to the PIC Chair prior to the PIC general meeting (held on 3rd Tuesday of month).