



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

October 04, 2022

TIME: 10:00am to 10:55am

LOCATION: Virtual Meeting via Microsoft Teams

Attendees: Jere Kalima, Laura Thielen, Aura Reyes, Sharaleen McShane, Cheryl Bellisario, Roberta Maldonado, Rhea Nuguid, Dani Gella, Scott Morishige, Emma Grochowsky, Elliott Wood, Keenan Kamaka, Melissa Kinai-Eha, Marya Grambs, Kanoe Ka'aloa, Summer Pakele, Claire Fujita, Jasmin Jin, Kimo Carvalho, & Kenna Stormo-Gipson.

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. Maile Daniel b. Jennifer Higashi c. Melody Aoki	NA
II. Approval of Minutes	<ul style="list-style-type: none">September 6, 2022 minutes reviewed and approved.	Approved
III. Continuing Business:	1) 2022 Awareness Conference Updates: a. Registration Updates: - We received 361 registrants as of today. - Late Registration is now open at \$85 until October 31 st Registration will close on November 1 st b. Donation Gifts: - We received 14 gift cards from various donors such as Target, Safeway, Baskin Robbins, Starbucks, for our giveaways. c. Sponsorship Updates: - We received \$7,100.00 in sponsorships as of today. d. Budget Report: - Jere reviewed the budget report and mentioned a few concerns. Currently with the registration count at 361 and sponsorships received, we are profitable at \$2,599.37. But this profit margin is based on 330 headcount per our current invoice. Jere mentioned that he asked Ko'olau	Elliot Jere/Sharaleen Elliot

	<p>Ballroom to revise the invoice with an increased headcount of 400. This proposal would set the budget back by \$3,381.79. Jere suggested that he will revise the invoice to reflect a headcount of 350 based on monies with have in the budget to offset this added cost. Committee members were conflicted with the 350 proposal and suggested to increase the headcount to 400 and see if we will be able to collect the shortage needed to fulfill the invoice obligation. Jere will monitor the situation in a couple weeks before deciding on increasing the headcount based on budget allowance.</p> <p>e. Invoice Down Payment (half):</p> <ul style="list-style-type: none"> - Jere mentioned that half the down payment is due on Friday 10/07/2022. Jere will meet with PIC Board on Thursday for payment approval. Jennifer Higashi is following up with Ko’olau Ballroom point-of-contact for information needed to expedite payment. <p>f. Speakers/Topics:</p> <ul style="list-style-type: none"> - Jere asked for clarification on a few speakers before finalizing the program agenda for submission of our CEU request to NASW. We have a full itinerary that will be posted to the conference site for participants to view before the conference. <p>g. CEU Application:</p> <ul style="list-style-type: none"> - Jere mentioned he is working on finalizing the Agenda, Bios, and Topic Descriptions and other items needed with submitting our CEU request to NASW. Jere hopes to get everything submitted by Friday 10/07/2022. <p>h. Leis/Flower Arrangements:</p> <ul style="list-style-type: none"> - Aura confirmed that leis and flower arrangements will be donated. <p>i. Copy/Printing/Folders:</p> <ul style="list-style-type: none"> - Jere asked for an update on C&C of Honolulu’s willingness to print our conference materials. No status was available. <p>j. Stuffing Party Updates:</p> <ul style="list-style-type: none"> - Stuffing Party is scheduled for Wednesday 11/16/2022 at Steadfast Housing’s Training Room. This will be a potluck for committee members who have responsibilities to upkeep during Friday’s conference. This party is for assembling the packet/folders to distribute to conference participants and a briefing of 	<p>Jere</p> <p>Jere</p> <p>Committee</p> <p>Jere</p> <p>Aura</p> <p>Jere</p>
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	responsibilities for committee members.	Jere
IV. New Business:	<p>1) CoC Awareness Committee Chairs Updates:</p> <ul style="list-style-type: none"> - Aura mentioned Star-Advertiser and their editorial column centered on homelessness. Aura asked for the committee’s input if and how we could use this column as a venue to highlight homeless concerns through PIC. Jere suggested working with Kimo Carvalho on the communication aspects on how we want to approach this and mention this at the next PIC Board meeting. Aura also mentioned the survey on the priorities of the Awareness committee and noted they were split with the conference aspects and the special events aspect. Aura also proposed a question on “What is the one thing we (the committee) wants to remain the same or consistent with?” Added note, Cheryl updated the committee with meeting update with the other Island CoC Awareness Chapters. Cheryl mentioned the “Storytelling Interview” which is an interview with people with lived experience on all the islands by asking them the same series of questions and gaining their input on homelessness. The other proposal was the “Roundtable Interview” which works similarly to the previous item. Cheryl will see if Aura’s suggestion with the Star-Advertiser may be of us to help with these proposals for November’s events. 	Aura/Cheryl
V. Other Issues:	1) None	
VI. Next Meeting:	The next meeting will be on Tuesday, November 1 st 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).