



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 7, 2019

TIME: 10:00am to 11:30am

LOCATION: Steadfast Housing Training Room

888 Iwilei Road, Honolulu, HI 96817

Attendees: Jere Kalima, Sharleen McShane, Maile Montallana, Roberta Maldonado, Keala Souza, Danielle Gella, Sherry Finke, and Sharon Baillie

Agenda Topic	Discussion	Outcome/Action
Intro:	Welcome everyone....	
I. Call to Order	Jere Kalima called the meeting to order at 10:00am. The following members were absent: <ul style="list-style-type: none"> a. Holly Holowach b. Summer Pakele c. Oli Shimasaki d. Kim Oshiro e. Ramon Mraz 	NA
II. Approval of Minutes	<ul style="list-style-type: none"> • April 2, 2019 minutes reviewed and approved. 	Approved
III. Continuing Business:	1) 2019 Homeless Awareness Conference: <ul style="list-style-type: none"> a. Venue Update: 2019 conference will be held at KROC on Friday, November 15th 2019. Jere discussed the floor plan at KROC. Layout will remain the same with the exception of changing the direction of the lunch line. The line will begin on the outer-rim along the walls where the sponsor table will be and exit towards the center stage. This will alleviate congestion in the center of the ballroom and allow everyone to view the sponsor tables. b. Projected Budget Plan: The conference will cost an estimated \$24,000 after new revision to include Menu B option for the event. Salvation Army was able to provide us a discount by doing a partnership with KROC. We will recognize Salvation Army as a Platinum Sponsor for their contribution. c. Menu Selection: The committee decided with Menu B at \$35.95 per person and selected the following menu 	<p>Jere</p> <p>Jere</p>

	<p>options:</p> <ul style="list-style-type: none"> (2) Salads – Asian Chicken Salad – Potato/Macaroni Salad (2) Starches – Hapa Rice – Chow Mein Noodles with Vegetables (1) Vegetable – Vegetable Medley (Sauteed) (3) Entrees – Beef Medallion with Pepper Mushroom - Catch of the Day with Lemon Butter and Capers - Vegetable Curry (Vegetarian Entrée) <p>d. Conference Deadlines: Deadlines were established today. All members will meet projected deadline for each assigned task. All delays will be addressed immediately to keep this project on schedule.</p> <p>e. Conference Breakout Sessions: Committee discussed and confirmed a few speakers for the conference.</p> <ul style="list-style-type: none"> i. Breakout Session #1 <ul style="list-style-type: none"> Youth Focused Programs – Carla Houser Domestic Violence – Sharon (Pending) Native Hawaiian Homelessness – Sharon (Pending) Housing Resources – Keala and Roberta (Pending) ii. Breakout Session #2 <ul style="list-style-type: none"> Family Focused Programs – Camille Simon/Joshua Gaoteote (Confirmed) Harm Reduction – Heather Lusk (Confirmed) Bridging the Gap –Best Practices – Brandee Menino (Confirmed) Success Stories – Sherry (Pending) iii. Welcome Session: <ul style="list-style-type: none"> 8:45am – 9:15am Opening Ceremony/Pule – 9:15am – 9:30am PIC Chair/PIC ED 9:30am – 9:45am State – Governor 9:45am – 10:00am City – Mayor 10:00am – 10:15am HUD 10:15am – 10:30am HPO <p>f. 2019 Registration Fees: Committee decided to the new registration fees as followed: Early Registration - \$65 (8/1/19-8/31/19) Regular Registration - \$75 (9/1/19-9/30/19) Late Registration - \$85 (10/1/19-10/31/19) or until no seats are available.</p> <p>g. Save the Date: Sharon will send out Save the Date for the conference by May 20, 2019.</p> <p>h. Sponsorship Forms: Keala will update Sponsorship forms to reflect</p>	<p>Committee</p> <p>Committee</p> <p>Committee</p> <p>Committee</p> <p>Committee</p> <p>Committee</p> <p>Sharon</p>
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	<p>changes for this year’s conference before release date. Sharon will expedite the release.</p> <p>2) T-shirt Updates:</p> <p>a. Committee decided to wait until new logo is designed before printing new t-shirts.</p>	<p>Sharon and Keala</p> <p>Sharon</p>
IV. New Business:	<p>3) 2020 Conference:</p> <p>a. New Venue: Committee has set a date for the conference to be held on November 20, 2020. Roberta provided info for Neal Blaisdell conference rooms and its availability. Jere estimated the cost to be approximately \$30,000. This amount did not include food options, ample staffing, table and chairs, and other miscellaneous charges. Committee decided not to continue with Neal Blaisdell conference rooms. Jere will work with Keala on Ala Moana Hotel and its availability and pricing. Jere will relook at Pomaika’i Ballrooms at Dole Cannery again.</p>	<p>Jere Kalima Roberta Maldonado Keala Souza</p>
V. Other Issues:	None	
VI. Next Meeting:	<p>The meeting ended at 11:30am.</p> <p>The next meeting will be on Tuesday, June 4th at the SHDC training room from 10:00am – 11:30am.</p>	
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).