



PARTNERS IN CARE

Oahu's Continuum of Care

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

**PIC Communications Committee Meeting
Thursday, 10/18/18, 1-2 p.m.
State Capitol, Room 415
MINUTES**

Attendees: David Sayre, Annie Anderson-Tanielu, Jason Kasamoto. BY PHONE: Jillian Okamoto

| Agenda Topic | Discussion | Outcome/Action |
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| I. Meeting called to order | 1:16 p.m. | |
| II. Introductions | | |
| III. Approval of August 2018 minutes | | Deferred until November meeting; too few people |
| IV. Continuing Business | | |
| A. PIC Communications Newsletter | <p>Jason shared the final draft of the newsletter, which is scheduled for publication once article on Board Elections is revised (actual publication date: 10/22/18)</p> <p>The committee members helped to proofread and offer their final revisions before publishing.</p> <p>Suggested changes:</p> <ul style="list-style-type: none"> - Piece on board elections has to be updated when a candidate for secretary is announced. The piece was updated when Anne Chipchase of Ohana Health decided to run for secretary instead of Awareness chair. - Rewording suggested in several places, including the Breakout Sessions box on Page 1, and Christy MacPherson's quote in response to third question in Member Spotlight on Page 3 that says "There is | Jason will speak with Kim Cook, chair of the Org Development Committee, about candidates for PIC Secretary position |

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| <p>B. Oahu Homeless Help Card</p> | <p>NO other answer!" Fixed the Breakout Sessions box, but left the quote alone.</p> <ul style="list-style-type: none"> - David said that because there are no more volunteer opportunities for the Salvation Army Thanksgiving Dinner, we should replace the contact person's email address with a generic line like "for details, see Salvation Army website." Change was made. <p>Targets: The newsletter is for PIC members, but there are other potential audiences:</p> <ul style="list-style-type: none"> - Elected officials - Neighborhood boards - Potential partners and other community stakeholders who might become PIC members at some point - The general public <p>Reaching out to the Org Development Committee makes sense because the newsletter can be used as part of a welcome kit for new members, and as a recruiting tool.</p> <p>Before the September meeting, Marc emailed a draft of the Homeless Help Card, and Roberta also emailed an updated draft for input around mid-October.</p> <p>Suggested changes:</p> <ul style="list-style-type: none"> - References to CHOW or Life Foundation need to be changed to Hawaii Health and Harm Reduction Center (HHRC) - Women in Need should be added under Alcohol/Drug header - Ulu Ke Kukui should be removed because it is closing at the end of October | <p>At next meeting: discuss how many newsletters would be printed, if any. City & County of Honolulu (Marc and Roberta) would handle the printing</p> <p>Figure out what to do about the FAQs if we want to distribute these in time for the Homeless Awareness Conference</p> |
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| | <ul style="list-style-type: none"> - Phone numbers checked? (Roberta says they will be) - We should add other options for Rental Assistance. Many people think Catholic Charities is the only one that offers rental assistance, so those in need are usually referred to them. Others, like WIN and ALEA Bridge, also offer rental assistance when funds are available, but we should list them so people know there are other options besides Catholic Charities - When folded into eight squares, the folds land on printed words, which will cause them to eventually deteriorate. Need to tweak the design of the card so that the folds don't land on printed words | |
| Adjourned | 2:08 p.m. | |
| Next Meeting | Thursday, Nov. 15 at 1 p.m. at State Capitol, Room 415 | |

Minutes prepared by Jason Kasamoto, Communications Committee chair