

**PROJECT HOMELESS CONNECT DEBRIEF MEETING AGENDA**  
**FRIDAY, MARCH 25, 2014 – 11:30 AM TO 1:30 PM**  
**SITKA SCHOOL DISTRICT BOARD ROOM AT KGH**

**Present:** Dorrie Farrell, Jack and Judy Ozment, Dave Nuetzel, Mary Suminski, Evadne Wright, Ted Laufenberg, and Mary Wegner

**1. CALL TO ORDER AND ROLL CALL**

**2. APPROVAL OF AGENDA FOR TODAY'S DEBRIEF SESSION:** No changes were suggested. Thank you to Dorrie for the amazing organization of all of this information!

**3. ORDER OF BUSINESS:**

- a. Comments include a Combination of General Evaluation Form, Committees, Publicity, Service Providers Tally Sheets, Volunteer and Volunteer Surveys, Client Exit Survey, List of Donors and Financial Statement, Data Submitted to AHFC, and Summary of Detail from Worksheets and Summaries:
  - i. Publicity: Publicity seemed spotty so better coordination will be helpful in the future, Facebook was a good addition for the community-awareness side of the PHC event, Weekender was wonderful, and lots of PSAs – socks publicity was a success! Need operational definition of homeless in our publicity (homeless and at risk of being homeless). Raven Radio story focused on “only 42” attending and language perpetuated the stereotype of the homeless population instead of the successes that PHC helps to foster. Need more direct on-site involvement with media to ensure that appropriate stories get out.
  - ii. Service Providers: On-site counseling is needed, and public assistance was greatly missed. There were some client requests for AA; however, Dave had contacted AA ahead of time but they didn't want to participate. Flow was better this year. Addition of doctors was helpful but not perfect (want to but cannot always follow-through). Question if Veterans and Big Brothers/Big Sister was needed, and if the Affordable Care Act would be helpful to have present. STA table was very busy. Perhaps we need to find out from Services ahead of time what they can offer on-site and also share what we need. Note: SAIL can help people year round with some of the services, and helps with follow-up on identified needs.
  - iii. Volunteers: Great group of volunteers that numbered over 70! Focus was to ensure that clients felt they had the attention and support they needed, and that was successfully met. Some Guides had questions about whether they were needed at the Exit Interview stage - important that Guides stay with client until they get an all clear from the Exit Interviewer. What can we do when a PHC medical screen identifies a significant medical issue? Could the space in the main area be condensed so the Exit and Vouchers could move to the main room, or could the Intake and Exit be collapsed into one and the Vouchers move to the main room? Volunteers came knowing exactly what to do, things were well organized, and the students from Mt. Edgecumbe were wonderful additions. Important that intake volunteers do not just check though without getting as much complete information as possible.
  - iv. Organization: We reviewed the financial statement, and even without our 501-(c)(3) status, we (aka Dorrie) were able to raise \$2,920.16! Our costs were \$1,652.75.

- v. Clients: Bus only cost us \$12, and there were few requests for transportation overall – likely due to the beautiful weather on the day of the PHC event. Three individuals focused on security and one on transportation seemed to work well this year. Some clients were in the hospital or incarcerated and thus could not come. Overall clients were very appreciative, and they know the routine now. Socks were a big hit, and most people liked the goodie bags. No one has yet used any of the shower vouchers. Two months is too long for the vouchers – 2 or 3 weeks is sufficient.
  - vi. Meal: Thanks to the Salvation Army for the wonderful, donated meal!
  - vii. Future Activities: We discussed the current low income housing situation in Sitka, and the need for Case Management.
- 4. NOTICES – IRS UPDATE:** The IRS will give no information to Dorrie about expected processing time, so we will have to file a 2013 990-EZ with attachments by May 15<sup>th</sup>.
- 5. ANNUAL MEETING INFO – Saturday, April 5<sup>th</sup>** starting at 11:30 am in the District Office Board Room. Bring something to contribute to a salad for lunch.