
TUCSON PIMA COLLABORATION TO END HOMELESSNESS

Conference Committee

August 23, 2011 Minutes

Chair: Olivia Gutzman

Next Meeting: Tues., Sept. 6, 2011, 10, 3:00 – 4:30 p.m., CPSA, 535 N. Wilmot Road, Suite 200

Report to General Council

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| ■ Preparations going well |
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TOPICS DISCUSSED

1. **Minutes.** Minutes of the August 9th meeting were approved by consensus.
2. **Annual Conference preparations.**
 - **Review of previous tasks.** Participants reviewed their assigned tasks and concluded that all tasks were completed or are in process. (Lisa doing name tags.)
 - **Keynote speaker update.** Olivia reported that Ms. Ann Oliva is still considering being our keynote speaker and would like very much to talk about the Homeless Prevention and Rapid Rehousing Program (HPRP) that is now winding down.
 - **Next steps. a.)** Settle Madden will rewrite the invitation letter to include a request to talk about HPRP and also strategic planning and, possibly, the upcoming Emergency Solutions Grants (ESG) and strategic planning.
 - **b.)** Olivia will email another invitation and the revised letter.
 - **Audiovisual needs.** Stan Hamnett agreed to again oversee the audiovisual equipment. He asked if a lapel microphone could be available for questions to the keynote speaker. New sound system free. Check with Sarah Taouil and EYMA if needed. Three radios might be sufficient, but he will ask about having four radios loaned for the day.
 - **Biographies review.** Settle reported that biographies are still needed for: the three yet-to-be named formerly homeless panelists; Rebecca Cassidy; and a number of other speakers.
 - **Resource fair and distribution list.** The resource fair invitation was issued to the TPCH list serve yesterday.
 - **Next step.** Settle will divide the list into five pages and email one each to Eric, Olivia, Cindy and Jennifer as well as herself.
 - **Conference advertising and promotions/increasing conference attendance.** Olivia distributed full and half-page flyers with the request that each participant post them at their local libraries, faith congregations, etc. Kathleen Joy of the American Red Cross/AmeriCorps has agreed to send it to their volunteers.
 - **Next steps. a.)** Settle will email the flyers to volunteer coordinators.
 - **b.)** Jennifer will see if NBWC is still a member of the Southern Arizona Volunteer Center and can post the conference through their website.
 - **c.)** Settle will email the registration form to the TPCH list serve tomorrow and to Stan Hamnett for posting on the TPCH website and Facebook page.
 - **d.)** Olivia will ask Stan how he can share links to conference registration to all TPCH members for their websites and Facebook pages.
 - **Silent Auction.** Eric reported that Don Blascak said that he feels the silent auction preparations are proceeding as planned.

- **Registration form.** Participants reviewed the registration form and made minor edits.
- **Sponsorships.** Eric reported that the Amity Foundation has committed verbally to a sponsorship; COPE, CODAC and Compass are undecided, and Hope, Inc. has not yet answered. He is working also to find the appropriate person to approach at University Hospital Physicians. .
 - **Next steps.** a.) Eric will continue to pursue sponsors.
 - b.) Settle will email the sponsorship packet to Jennifer, who will approach some personal and business acquaintances.
 - c.) Settle will email the sponsorship packet to the TPCH list serve.

3. Next Meeting. Tuesday, September 6th, 3:00-4:30 p.m., CPSA, 535 N. Wilmot Road.

Submitted by Settle Madden

Attendance

Name		Organization	Email
Jennifer	Andersen	New Beginnings for Women & Children	jandersen@nbwctucson.org
Eric	Cross	Community advocates	errrock@live.com
Cindy	Diaz	COPE	cdiaz@copebhs.com
Olivia	Gutzman	CPSA	olivia.gutzman@cpsa-rbha.org
Stan	Hamnett	Gospel Rescue Mission	stanhamnet@gmail.com