

---

# TUCSON PIMA COLLABORATION TO END HOMELESSNESS

## Conference Committee

---

### September 6, 2011 Minutes

Chair: Olivia Gutzman

<b>Next Meeting:</b> September 13, 2011, 3:00 – 4:30 p.m., CPSA, 535 N. Wilmot Road, Suite 201
---

<b>Report to General Council</b>
----------------------------------

- |                            |
|----------------------------|
| ■ Preparations going well. |
|----------------------------|

#### TOPICS DISCUSSED

1. **Minutes.** Minutes of the August 23<sup>rd</sup> meeting were approved by consensus.
2. **Annual Conference preparations.**
  - **Review of previous task.** Participants reviewed their assigned tasks and concluded that all tasks were completed or are in process.
  - **Keynote speaker update.** Ms Ann Marie Oliva will give the keynote speech on Homeless Prevention and Rapid Re-housing Program (HPRP).
    - **Next step.** Olivia Gutzman will ask whether Ms. Ann Oliva would like to participate in a meet-and-greet event at the hotel either immediately before or after the conference.
  - **Audiovisual needs.** Stan Hamnett was absent from meeting.
    - **Next step.** Committee will seek to confirm Stan's oversight and procurement of AV equipment as addressed in August 23, 2011 minutes.
  - **Biographies review.** Biographies are still needed for several of the confirmed speakers, and for yet-to-be-named formerly homeless panelists.
    - **Next step.** a.) Settle Madden, participating by phone, will request the missing biographies from confirmed speakers.  
b.) Committee members will seek two additional formerly homeless panelists.
  - **Resource fair.** Resource fair reservations continue to come in following issuance of the invitation to the TPCH list serve and by inclusion in the weekly announcements. Settle provided by email a list of previous invitees and participants for committee members to phone regarding their participation.
    - **Next Steps.** Eric, Olivia, Cindy, and Jennifer will contact their assigned resource fair invitees and others whom they believe will be interested to encourage them to participate a list for e-mail, calls and communications.
  - **Conference advertising and promotions.** Kathleen Joy of the American Red Cross/AmeriCorps in collaboration with Olivia Gutzman, generated and sent an email letter inviting to the conference the AmeriCorps list of friends, community partners, and volunteers who serve the homeless population. The Committee discussed other groups of invitees, and noted that the conference links on the TPCH website and Facebook page have been activated.
  - **Silent Auction.** Olivia read off a list of silent auction donors to date. Kathleen Joy added two framed photos valued at \$50.00 each. Olivia will request participation from TPCH members attending TPCH General Council Meeting on Thursday, September 8, 2011. Discussions raised the question of whether CPSA, as TPCH fiscal agent, will provide tax-deductible receipts for donors who need them.
    - **Next step.** Olivia will ask the TPCH fiscal agent contact about providing receipts.
  - **Registration form:** Registration was opened through a dedicated email to the TPCH list serve and announcement on the TPCH website. Responses are coming in.
    - **Next step.** Olivia will have a registration count at the upcoming TPCH General Council meeting.

**Annual Conference preparations cont'd.**

- **Sponsorships:** Eric reported on the amount \$3,600 in sponsorships committed to date as follows: CPSA and the Amity Foundation, \$1,000 each; La Frontera and Our Family Services, \$500 each; Old Pueblo Community Services and Hope, Inc., \$250 each; and Primavera, \$100. A number of potential sponsor have yet to respond.
  - **Next steps. a.)** Eric will continue to pursue sponsors
  - b.)** Committee members will also participate in pursuing sponsors by approaching personal acquaintances.

**3. Next meeting.** Tuesday, September 13, 2011, 3:00 – 4:30 PM, CPSA, 535 N. Wilmot Road, Suite 201.

Submitted by Kathleen Joy

**Attendance**

<b>Name</b>	<b>Organization</b>	<b>E-mail</b>
Jennifer Andersen	New Beginnings for Women & Children	jandersen@nbwctucson.org
Eric Cross	Community advocate	errock@live.com
Cindy Diaz	COPE	cdiaz@copebhs.com
Olivia Gutzman	CPSA	olivia.gutzman@cpsrbha.org
Kathleen Joy	American Red Cross/AmeriCorps	kjoy@redcrossarizona.org