



# Homeless Services Masterplan Subcommittee Meeting Agenda

Siskiyou Room, Community Development and Engineering Building, 51 Winburn Way  
Tuesday, May 14, 24, 2024 \* 5:30 – **7:45 p.m.** – a little extra time

## AGENDA

**CALL TO ORDER:** 5:30 p.m., Meeting held in person (no Zoom option this time)

- 1. Welcome & Agenda Review (5:30–5:35 p.m.)**
- 2. Public Forum and Announcements (5:35–5:40 p.m.)**  
Up to 5 minutes allotted for public comment.
- 3. Approval of Minutes (5:40–5:45 p.m.)**
- 4. Review/Synthesize Service Inventory SWOT (5:45–7:10 p.m.)**
  - a. Supportive Services
  - b. Outreach & Day Centers
  - c. Shelter & Transitional Housing
  - d. Housing (RRH and PSH)
- 5. Recap of SWOT Analysis (7:15–7:35 p.m.)**
- 6. Council Liaisons (7:35–7:40 p.m.)**
  - a. Latest City Council Actions
  - b. Communication updates to members of City Council
- 7. Debrief (7:40–7:45 p.m.)**
  - a. Set Data Review Meeting – Who is Interested?
- 8. ADJOURNMENT: 7:45 PM**

**Packet Includes:** Report on # of Surveys Completed

**Remaining Meetings:** Wednesday, May 22 – Review/Synthesize Community Input  
TBA – Review Data  
Tuesday, June 11 – Review/Critique Draft Report  
Wednesday, June 26 – Finalize Report

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please email [linda.reid@ashland.or.us](mailto:linda.reid@ashland.or.us). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title 1).





# Homeless Services Masterplan Subcommittee Meeting Agenda

## Timeline (revised 5/1/24)

<b>Date</b>	<b>Meeting</b>	<b>Topics</b>	<b>Follow-up Tasks</b>
2/28	Subcommittee	Understanding the players addressing homelessness	
		Subcommittee Approach, Tasks, and Timeline	Share with HHSAC and City Council
		Assignments to complete Service Inventory	Gather information
		Communications with HHSAC and City Council	Provide written materials
	HHSAC	Subcommittee Approach, Tasks, and Timeline	
	City Council	Subcommittee Approach, Tasks, and Timeline	
3/12	Subcommittee	The Responsibilities of a Continuum of Care (CoC)	Gather additional information
		Final preparations for Program/Service Inventory work	Gather information
3/27	Subcommittee	Updates on Program/Services Inventory and data gathering	Continue to gather information
		Determine which subpopulations to engage in providing community perspectives and who will engage each population	
		Develop engagement plans for each subpopulation	
		Communications with HHSAC and City Council	Provide written materials
3/28	HHSAC	Community Engagement plans	
4/1	City Council	Community Engagement plans	
4/9	Subcommittee	Finalize questions/tools for each subpopulation	Prepare tools. Set up mechanisms, promote opportunities
		Review progress on Services Inventory	Confirm deadline 4/12





# Homeless Services Masterplan Subcommittee Meeting Agenda

Date	Meeting	Topics	Follow-up Tasks
		Review CoC information; discuss strengths, weaknesses, and potential opportunities	Collect any additional information
4/24	Subcommittee	Progress update / Review report outline	Gather last inventories
		Update on Community Input process	Confirm deadline 5/7
5/14	Subcommittee	Services Inventory SWOT Analysis	Prepare summary
		Set separate data review mtg.	<b>Set day/time/location</b>
5/22	Subcommittee	Review community input; identify themes	Prepare summary
		Confirm participation in data review mtg.	Hold data review mtg.
TBA	Data Review	Identify data to include in report	Incorporate into report
6/11	Subcommittee	Review draft report. Suggest revisions.	Finalize report
		Discuss format for reporting to HHSAC and City Council	Prepare for reporting to HHSAC and Council
6/26	Subcommittee	Review final report	Final adjustments
		Confirm plans for reporting to HHSAC and City Council	Final preparations
tba	HHSAC	Subcommittee Report	
tba	City Council	Subcommittee Report	