

Point in Time (PIT) Committee Minutes

Wednesday, November 16, 2022 11:00am- 12:00pm (noon)

Zoom

1. Introductions: Attendees- Sarah L (City), Courtney T (MSM), Maria T (MSM), Kyle V (The Road Home), Melissa M (Dane County), Sarah Anderson (MSM), Nick W (Tellurian), Sara AJ (KRS), Matt Julian, Joanna A (MSM), Ava G (MSM)
2. Select note taker: Courtney T
3. Agenda items
 - a. Overview of the Point in Time Count of Homelessness (PIT)
 - i. snapshot of people experiencing homelessness on a given night.
 - ii. usually twice a year: January for HUD and July for State
 - iii. looks at small subset of population experiencing homelessness both sheltered [emergency shelters, transitional housing, Safe Haven] and unsheltered [car, park.. other places not meant for habilitation].
 - iv. helps monitor trends and changes in homelessness on local and national levels.
 - v. help community understand what resources are needed.
 - vi. households separated to singles/couples, youth under 18, and families.
 - b. 2022 January PIT Results
 - i. Get the best results from those in the shelter.
 - ii. Impact on numbers from COVID 2020 moving forward.
 - c. Review of the last PIT debriefing feedback
 - i. rebalance of teams on the map
 - ii. post count of those in vehicles with identification
 - iii. start time close to 9pm with suggestion of 8pm start time.
 - iv. google form worked well.
 - d. Review of PIT To-Do List
 - i. \$5 gas cards and bus tickets were used last year– will need donations.
 - ii. develop outreach plan
 - iii. confirm survey questions
 - iv. volunteer registration
 - v. team assignment
 - vi. confirm the training materials
 - e. Outreach Plan
 - i. Youth
 - ii. Outside of City of Madison
 - iii. Email HEN Network for school-aged children in Dane County school system- Melissa coordinating an email sent out.
 - iv. Courtney email Sarah L about Rape Crisis Center contact information to see interest of getting involved.
 - v. Melissa has coordinated with CFC (John and Michael) about a contact list.
 - vi. Generic email will be sent out to each organization or point of contact.

- vii. Connecting with Torrie for the JRC for group.
- viii. Dane County parks coordination– Melissa.

f. Ideas to improve this year’s PIT

*The Committee decided to add another meeting on 11/30/22. See the updated schedule in the table below.

If you need meeting materials in another format, please contact the Committee co-chairs:

Sara Allee-Jatta, (608) 709-1255 or Sara.aj@kabbarecoveryservices.org

Sarah Lim, (608) 261-9148 or slim@cityofmadison.com

Meeting	Date and Time	Agenda	Meeting Link
PIT Committee Planning Meeting 1	11/16/22 (Wed) 11am-noon	Overview of PIT; 2022 PIT result; Review the last PIT debriefing feedback; Review PIT To-Do List; Discuss PIT outreach plan; Brainstorm ideas to improve this year's PIT	Zoom
PIT Committee Planning Meeting 2	11/30/22 (Wed) 11am-noon	Outreach plan followup; Get updates/make decisions/plan for to-do list item	Zoom
PIT Committee Planning Meeting 3	12/14/22 (Wed) 11am-noon	Review the known location list; Review and approve the PIT survey form; Follow-up with tasks assigned at the previous planning meeting	Zoom
<i>(Additional meetings may be scheduled in December and January as needed.)</i>	11/30 (potential meeting) 11am-noon		
PIT Committee Planning Meeting 3	1/11/23 (Wed) 11am-noon	Review team makeup and assign community volunteers; Review and approve training presentation and handout; Follow-up with tasks assigned at the previous planning meetings	Zoom
PIT Volunteer Training	1/18/23 (Wed) 10am-noon	Volunteer training; Team leads receive PIT packets this week	Zoom (recording to be available)
PIT Count	1/25/23 (Wed) night, starting at 9pm	Survey people experiencing unsheltered homelessness	At various locations