

PIT Committee Meeting Minutes

January 7, 2020, 1:30pm
United Way of Dane County

Attending: Sarah Allee-Jatta, JB Smith, Robin Sereno, Nicki Van Abel, Kasey Kehlhords, Loreen Gage, Lauren Ward, Fran Atkinson, Briana Hutton, Allison Grant, Matt Julian, Angel Kinnie, Nicolas Fatsis, Abbey Cortes, Brad Hinkfuss

1. Introductions
2. Review of the decision made at the last meeting and follow-up with tasks assigned at the last meeting.

Last Meeting Minutes

- New member suggestions.
 - Last years training, continuing NARCAN training. Heidi will be there on the 21st to train.
 - Team leads to train the volunteers.
 - Any new volunteer must get training organized by this committee.
 - If they cant make the training experience team leads will train them.
 - Start time to change from 10pm to 9pm. - emergency shelters close their doors at 9, we will wait until then to start out count.
 - Will leave a note about PIT training for post count. Will leave a small care bag for folks we count on the street to make sure we've not double counted them.
 - Will work on redrawing the team Boundaries.
 - Wants to make sure the areas are more appropriately shaped.
 - Changed wording on form to reflect Sleeping location and not interview location.
 - Changed the draft form.
 - Wanting more specific data regarding where folks are sleeping.
 - Intentional about the age difference for the forms. 12-24 are to be interviewed with the youth form.
 - If child is not the respondent of the interview, continue to use the Adult form.
 - Change to #8: gender categories; add DK/REF
 - Updates to disability question verbiage
 - Maybe adding notation to question 2 or 3 to indicate something
 - Is the youth count equipped to count for a youth with children themselves.
 - How many additional questions on the youth count.
 - Keep current forms as is... if we run into youth who are parents, we would do both the youth and adult for.
 - Maybe add an attachment to the main survey for youth with family.
 - Suggestion to combine everything into one on the youth count.
 - Sarah will add new question onto the youth count to identify youth with children.
3. Review and approve the point in time donation letter
 - Letter for communist partners asking for donations for bus cards and gas cards.
 - Same as last year just a few minor differences. - Sarah to change summer to winter. Remove dr. H's name.
 - Letter is approved. All are in favor.

- In July we got donations from healthcare folks for funds.

4. Review and approve PIT training materials

Committee reviewed and suggested the following updates to the training material: clarify the role of team leads when encountering people who are in distress, add info about the narcan for trained individuals.

5. Review the confirmed unsheltered team makeup

Most teams are confirmed, but we need about 9 additional volunteers. Sarah will send out finalized team makeup to team leads and send out volunteer registration link to HSC.

6. Any other items for PIT preparation

None

