I. Call to Order
The meeting was called to order at 7:37 am

II. Approve Minutes
A motion to approve the Jan 13, 2012 minutes passed unanimously.

III. Public Comment
No Public Comment

IV. Welcome & Introductions

V. Unfinished Business

VI. New Business: Review of the Draft Plan

The group had a very informal feedback session that listed out comments/suggestions:

- Include the recommendation of centralized database
- Include numbers from past year to show the problem has increased
- Note that the numbers included in the plan are across one year
- Too Long. Do an executive summary that states a recommendation then gives the supporting narrative below.
- Seemed editorialized and too casual
- Would all the parts hold up if we were forced to defend them
- Does the whole group support and defend his plan? List the recommendations that the whole group can get behind
- Keep things higher level, more broad and general recommendations and leave the details to the working groups
- Provide sources to the main document.
- Project out. Show what would happen if we don’t do anything
• Add goals
• Show that the groups will be accountable, data driven and give timelines to reach goals.
• Layer in the Housing Commission work plan for the one work group. That has gone to council and has been approved.
• Layer in referencing to the Con Plan.
• Education and Outreach are critical
• Section 8: Do we bring it up at this point or let the working group tackle that?
• In the narrative of the executive summary, be sure to list out current and/or potential services and funding sources to show that we are not requiring new services or funding.
• Be sure to prioritize the goals under each working group
• Discuss the importance of health care, mental health services
• Bring in a real world example of success for the presentation
• **PLAN MUST BE FINALIZED BY MARCH 2, 2012.**

**VII. Communications**
Staff will send out the new draft with feedback incorporated as much as possible. Group will vote if they need to meet again.

**VI. Adjournment**-The Meeting adjourned at 8:56 am

Respectfully submitted,

Mary Ellen Poole, Housing Planner