



## **Homelessness and Basic Resources Committee (HBRC) Meeting Minutes October 16, 2017**

**Attended:** Debbie Cavion, Nadine Hernandez, Livier Martinez, Sgt. Paul Miller, Gary Nellesen (for Kenneth McAlpin), Kim (Loni) Nguyen, Giovanni Rodriguez, Koji Uesugi

**Absent:** Maricela Vazquez Aviles, Susie Chen, Jeze Lopez, Kenneth McAlpin, Logan Snyder, Pauline Swartz

Meeting called to order at 1:10 p.m.

### **I. Call to Order & Welcome/Introductions**

- Koji Uesugi (HBRC committee) welcomed the committee members.
- Members introduced themselves, but not everyone present for the first meeting, but they will attend future meetings; Gary Nellesen attended on behalf of Kenneth McAlpin from facilities.
- Two guests from Phi Theta Kappa introduced themselves - Dan Cantrell (faculty advisor) and Nicholas Ibarra (student).

### **II. Purpose and Function of Committee**

- Koji asked the committee members to review the Purpose and Function of the Homelessness and Basic Resources Committee (HBRC).
  - Committee members provided various feedback for the symantex of the statements; there were no suggested to revisions to the context.
  - One of the proposed revisions was to replace “health and hygiene” with “wellness” to cover both physical and mental wellness.
- Committee members agreed on the meeting dates and times (1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month from 1:00-2:30 p.m. for the remainder of the fall term); the committee will review and possibly change the meeting date/time prior to the spring term.
- Committee members supported the nomination of a co-chair (faculty) for the committee, but proposed waiting until the next meeting as there were members not present for today’s meeting.

### **II. Discussion Items**

- **Homeless Survey:** A homelessness survey is necessary to gather data about the homeless population and other needs, including food insecurities and basic needs. Koji informed the members that student honors club, PTK, has proposed creating a homelessness survey. Faculty advisor (Dan Cantrell) and student project leader (Nicholas Ibarra) presented copies of the survey draft.
  - Nicholas reported that the survey would take about 3-5 minutes to take; there are 35 questions proposed.

- Members provided feedback on the draft; one member pointed out that the survey looked disjointed; another member asked if non-homeless students would fill out the survey, to which the response was “yes.”
- Members asked about marketing of the survey. PTK will announce via the portal, request faculty to promote it with students, and have PTK members distribute it across campus (paper version).
- The target timeline for the survey announcement and administration is during winter registration. The draft survey would need to go IRB for review after receiving feedback from the committee.
- Committee members asked if there will be incentives to students if they complete it. This would require students to identify themselves, which would not make the survey anonymous.
- In order to meet the timeline to administer the survey, Nicholas asked the membes to provide feedback by the end of the week. Koji suggested putting the draft survey on Google Docs or similar cloud system so members could edit the survey on a master document. The members agreed.
- Koji provided a copy of the homeless survey that Citrus College had administered to its students and brefiely reviewed the responses electronically. Members agreed that there were good aspects of their survey.
- **Food Pantry/Distribution:** Koji informed the committee that exploring food distribution or food pantry options for Mt. SAC to address food insecurity needs.
  - Meal cards for Sodexo and certain grocery stores and fast food locations are available on an as-needed basis. Referrals must be made by faculty, staff, and administrators to Dr. Eric Lara.
  - Koji also informed the committee about the shower facility access for homeless students. Giovanni Rodriguez distrubted the shower access cards and explained more about the process. Towels and toiletries are not provided so the committee discussed how we might meet this need of some students.
- **Hunger Free Campus “Campaign” (memo and allocation):** Koji announed that the Chancellor’s Office has allocated colleges statewide \$2.5 million to start food distribution sites and promote CalFresh. Mt. SAC’s allocation is \$68,000 and more information will be provided at the next meeting.

### III. Announcements (Committee Members)

- There were no committee member announcements.

### IV. Next Meeting

- Monday, November 6, 2017

The committee adjourned at 2:40 p.m.