



Planning Retreat

Saturday, July 19, 2014, 9:30 am – 2:00 pm
St. Peter's By The Sea Presbyterian Church
6410 Palos Verdes Drive South, Rancho Palos Verdes

- 9:30-9:40 amWelcome and Introductions..... Bruce Wilcox
- 9:40-9:45 amInvocation..... Rev. Barbara Buck
- 9:45-10:15 amSBCH 14-Month Highlights..... Mark Silverbush
- 10:15-10:30 amFuture Focus Recommendations..... Nancy Wilcox
- 10:30-11:30 amLarge Group Discussion.....Bruce
>>> Brainstorming ideas for additional engagement
- 11:30-12:00 pm.....Group Breakout..... Bruce, Emma Ogley-Oliver, Chris Jenne, Mark
>>> Setting priorities, goals
- 12:00-12:45 pm.....Lunch Jan Philbin, Delia Gasco
- 12:45-1:30 pm.....Group Report Back..... Group Leads
- 1:30-1:45 pmProject Engagement.....Bruce
- 1:45-2:00 pmRetreat Summary, Plans..... Bruce, Mark

2014 Planning Retreat Minutes

Attendees: Facilitator: Bruce Wilcox (*St. Peters by the Sea Presbyterian*); Carrie Bach (*LA County Dept of Public Health*), Mary Bartel (*St. Paul's United Methodist – Project Needs*), Sue Castillo (*Central San Pedro Neighborhood Council*), Karen Ceaser (*LA County Dept of Mental Health-San Pedro*), Rev. Johan Dodge (*San Pedro United Methodist Church*), Mary Agnes Erlandson (*St. Margaret's Center*), Robert Espinoza (*1736 FCC*), Anne Faass (*volunteer*), David Howden (*Corporation for Supportive Housing*), Christopher Jenne (*Marymount Calif University*), Misty Jesse (*St. John Fisher Catholic Church*), Connie and Tim McOsker (*Northwest San Pedro Neighborhood Council*), Marilyn Montenegro (*NASW Women's Council*), Emma Ogley-Oliver (*Marymount Calif University*), Damian Pipkins (*City of Inglewood*), Bill Roberson (*San Pedro United Methodist Church*), Bruce Rojas (*1736 FCC*), Elaine Ruggiero (*Harbor Community Clinic*), Mark Silverbush (*South Bay Coalition for the Homeless*), Paul Stansbury (*National Alliance on Mental Illness (NAMI) South Bay*), Irma Valdez (*Community's Child*), Shari Weaver (*Harbor Interfaith Services*), Grace Weltman (*Communities In Motion*), Nancy Wilcox (*St. Peters by the Sea Presbyterian*).

Bruce Wilcox opened the Retreat at 9:35 am, stating the purpose of the gathering: the May 2013 Retreat was focused on reexamining the primary purpose and goals of the Coalition since it had experienced a recent growth. This one was to plan the next steps for the organization. After a round of introductions, the Reverend Barbara Buck of St. Peter's By The Sea lead the group in a word of prayer.

Mark Silverbush gave a summary of what the Coalition has accomplished since its last retreat (please see his attached "Talking Points"). This provided the context and starting point for the discussions of where we could now focus our attention. Nancy Wilcox followed up with enumerating possible future tasks suggested from the recent survey feedback and from the Leadership Team (please see her attached powerpoint presentation).

Bruce led a large group "brainstorming" discussion where other ideas were presented. The attendees were then asked to join one of three group breakouts corresponding to the Mission Statement areas of Education, Coordination, and Advocacy. Worksheets were distributed where everyone could first independently define "measures of success" and specific strategies to achieve these tasks. After lunch, each group reported back on its discussions. The attendees then placed colored dots next to the initiatives each felt was a priority and were invited to indicate which they would like to work.

Five areas stood out as having "the most dots." Committee meetings will be initiated by those indicated below:

1. Website: Johan Dodge
2. Advocacy: Paul Stansbury
3. Membership: Mary Bartel
4. Marketing: Bill Roberson & Damien Pipkins
5. Governance: Emma Ogley-Oliver

At the August General Coalition Meeting, we will review the initiatives brought forth at the Retreat to get greater involvement from our membership. The Retreat ended at 1:55 pm.

Respectively submitted by Nancy Wilcox.

Mark's "Talking Points" Recapping SBCH's Past 14 Months

Those who worked each task are shown parenthetically in italics.

Legend: **I**: Infrastructure, **E**: Education, **C**: Coordination, **A**: Advocacy

- **Laying the Foundation (Infrastructure)**
 - **Why**: Everything rests on it, keeps us focused – what do we do? What do we not do?
 - **You set our course**
 - i. **I**: Mission Statement sharpened, "1-Pager" overview of Coalition's purpose created (*Julie, Louis, Carrie*)
 1. **Our mission is to transform and end homelessness in the South Bay through education, advocacy and coordination.**
 - **Basics**
 - i. **I**: Logo (*Tim*), letterhead (*Sue*), business cards creation (*Sue*)
 - ii. **I**: Revamping the website (*Sue*)
 - iii. **I**: 501(c)(3) process overview generated (*Paul*)
 - iv. **E**: Weekly email announcements (*Nancy*)

- **Education**
 - **Why**: Makes us more effective in acting, builds trust with the community and new partners, can directly help those in need
 - **Based on your participation in Homeless Count '13 (HC13)**
 - i. **E**: HC13 SPA Level "1-Pager" (*Mark, Nancy*)
 - ii. **E**: HC13 "1-Pagers" developed for 15 Cities/Communities (*Mark, Nancy*)
 1. Carson, Gardena, Hermosa Beach, Lawndale, Lomita, Alondra Park, Manhattan Beach, 4 PV Cities, Redondo Beach, Torrance, San Pedro, Wilmington
 - iii. **E**: HC13 Continuum of Care gaps analysis (*Mark*)
 - **Direct to the Homeless**
 - i. **E**: "Pocket Guide" homeless persons for Harbor Area (*Misty, Maureen*)
 - ii. **E**: "Pocket Guide" homeless persons for Beach Cities Area Draft (*Emma & her class*)
 - iii. **E**: Maintaining and expanding Free Meal/Groceries Resource (*Emma & her class*)
 - **To the Community**
 - i. **E**: Community presentations on area homelessness (Torrance Memorial Medical Center; Providence Little Company of Mary Hospital – Torrance; BCHD; Democratic Clubs (San Pedro, Beach Cities, PV); Torrance Focal Point on Aging) (*Nancy, Mark*)
 - ii. **E**: 1-pager on "Faith Responses To Homelessness" created (*Nancy*)

- **Advocacy & Coordination**
 - **Why:** For our homeless population, for our service providers – the squeaky wheel gets the grease – under resourced – far too long South Bay was ignored; Mobilize the community for action and support of efforts; No one person can end homelessness
 - **Community Level**
 - i. **A & E:** Central San Pedro Neighborhood Council *ad hoc* Homelessness Committee and Community Forum (*Sue, Karen, Jeremy, Emma, Nancy, Shari, Tahia*)
 - **System Level Advocacy**
 - i. **A:** LAHSA Coord Council: HUD SuperNOFA funding renewal process & priorities, performance tool, regional funding parity, governance (*Jessy, Katie, Tahia and Elizabeth*)
 - ii. **A:** LAHSA: Policy & Planning, Programs & Evaluation, and Commission monthly mtg participation (*Nancy*)
 - **Capacity Building/Advocating Resources**
 - i. **A:** Coordinated Entry System (CES): Scale-Up Project Lead (*Mark, Shari, Nancy*)
 - ii. **A, C:** Homeless Families Solutions System/Family Solutions Centers (HFSS/FSC) pre-RFP mtg's to discuss RFP, bring potential partners together; LAHSA coordination (*Karen, Mark*)
 - iii. **C:** CES: Scale-Up Project (*Mary Agnes/St. M's, Felecia/US Vets, Ed/1736, KevinR/SHARE!, Crystal/VA*)
 - iv. **C:** CES: Scale-Up Proposal (*Tahia/HIS, Mary Agnes/St. M's, Felecia/US Vets, Ryan/1736, Jason/SHARE!, Nancy&Mark/SBCH*)
 - v. **A, C:** DHS Flexible Housing Subsidy Pool (FHSP) (*Mark, Nancy, Mary Agnes, Tahia, Felecia, KevinR*)
 - **Community Engagement**
 - i. **A:** Expanded Outreach & Advocacy: Invitation to our Coalition (elected officials, LAPD, Marymount, major hospitals, "211," smaller agency start-ups, etc.) (*Elaine, Karen, Jeremy, Mary, Jimmy, Maureen*)
 - ii. **A:** Community Health fairs (*Elaine, Karen*)
 - iii. **A:** Winter Shelter Research: Onsite visits, LAHSA info gathering (*Misty, Julie, Nancy*)
 - iv. **A & C:** Hospital Convening Planning (*Nancy, Shari*)
 - v. **A & E:** Faith Based advocacy (broader South Bay community, First Presby Hollywood) (*Julie, Karen, Nancy*)
 - **Other Countywide Involvement**
 - i. **C:** Homeless Count Planning
 1. LAHSA HC14 discussions (*Nancy*)
 2. LAHSA HC15 planning (*Grace*)
 - ii. **A:** "Coalition of Homeless Coalitions" (*Carrie, Mark, Nancy*)



Nancy Endo Wilcox, Co-Chair



Future Focus Recommendations

19 July 2014

Formation of “Future Focus” Possibilities

- Ideas came from:
 - Survey improvement suggestions
 - SBCH Leadership Team
- Mapped them to
 - Our three Mission Statement foundations
 - “Infrastructure” or organizational areas

“Education”

(including Communication)

1. Enhance community communication
2. Newsletter
3. Website development
4. Pocket Guide completion
5. “Best Practices” technical assistance

Education

“Coordination”

Coordination

1. Homeless Count 2015
2. Funding opportunities
3. Formalize community partnerships
4. Membership: inviting additional stakeholders
5. Faith community involvement
6. Community events (our own or participate in others)

“Advocacy”

Advocacy

1. Housing
 - Winter & Emer. Shelters
 - Identifying bottlenecks, gaps in pipeline
2. Policy Advocacy
3. Local City Advocacy
4. LAHSA Advocacy
 - Performance tool
 - Regional parity
 - Capacity building

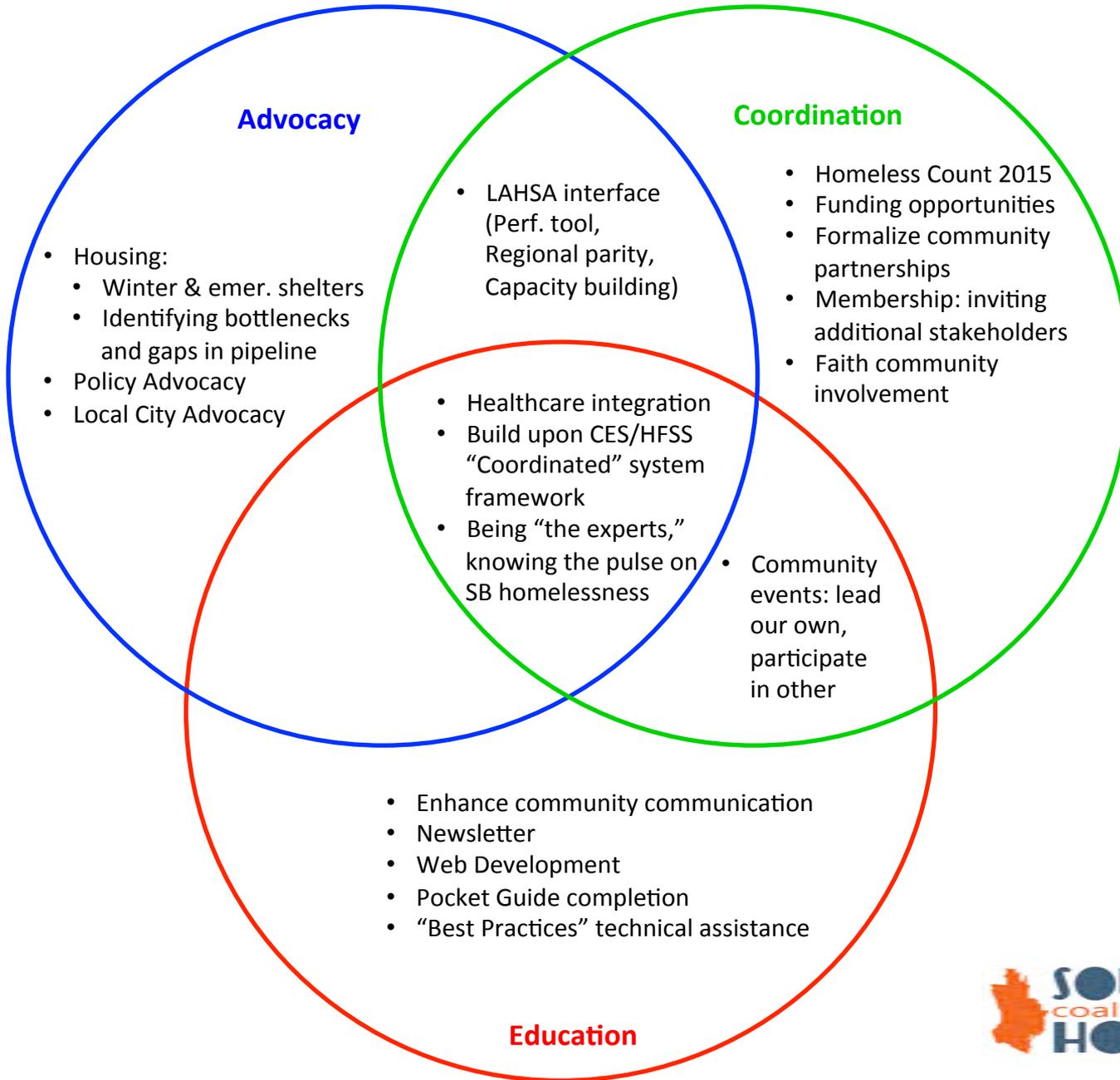
Intersection of the Three



“Infrastructure”

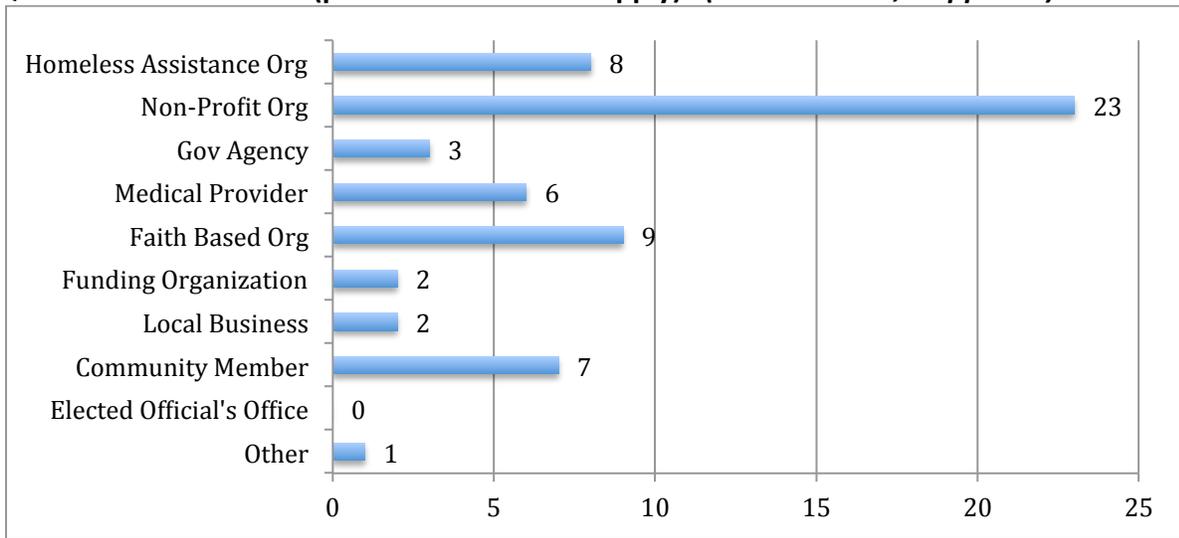
SBCH Infrastructure

1. By-Laws (define roles, length in positions, etc.)
2. 501(c)(3) possibilities
3. Strengthen and deepen leadership

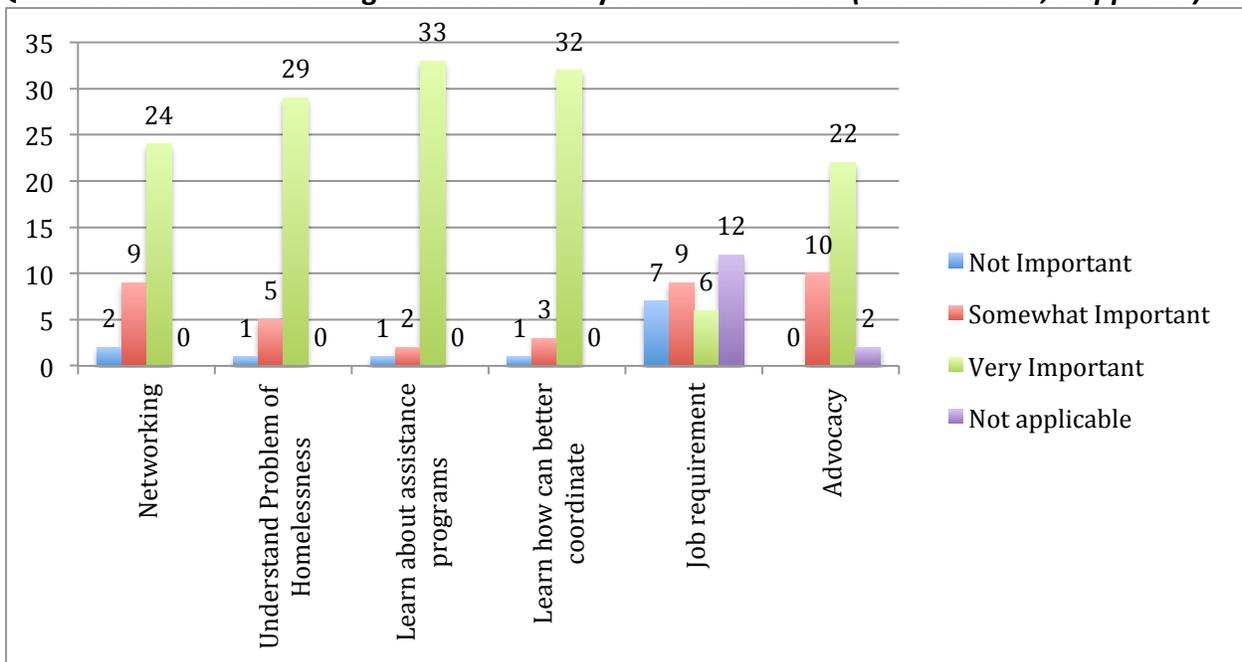


SBCH Involvement Survey Results, June 2014

Q1: I am a member of a (please select all that apply): (Answered: 36, Skipped: 0)



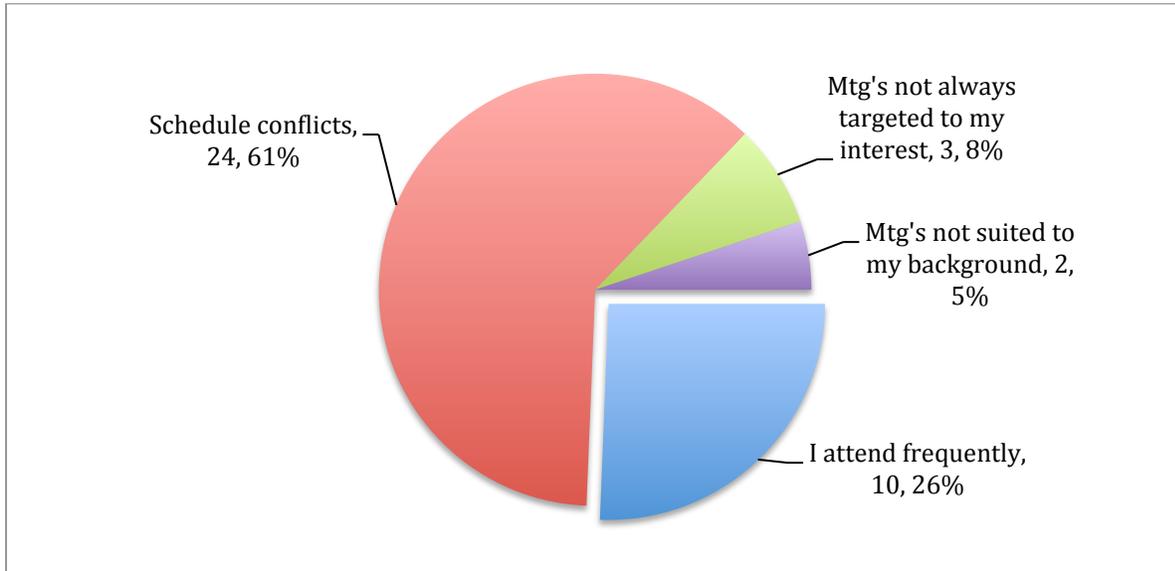
Q2: Please rate the following motivations for your involvement. (Answered: 36, Skipped: 0)



Comments:

1. Building program capacity, securing gov't and private funding
2. How community members can help strengthen the coalition

**Q3: If you don't attend meetings frequently, what prevents you from stronger participation?
Select all that apply. (Answered: 34, Skipped: 2)**



Comments:

1. Travel distance
2. Have too many regional meeting invites, can't attend them all

Q4: What did SBCH do well in the past 12 months? (Answered: 28, Skipped: 8)

1. Brought in educational speakers, discussed policy updates: 10 responses
2. Provided leadership in coordinated and collaborated efforts (including CES, HFSS, etc): 9
3. Expanded membership, added new stakeholders: 7
4. Developed resource guides: 4
5. Emails and meeting minutes comprehensive: 4
6. Capacity building advocacy: 2
7. Preferred changing venues: 2

Q5: What can SBCH do to improve? (Answered: 25, Skipped: 11)

1. Increase advocacy, including with local city officials; capacity building: 8 responses
2. General comments to keep improving on what we already are doing: 6
3. Expand membership, bring in different stakeholders: 4
4. Have more opportunities to collaborate between attendees: 4
5. More technical assistance on "best practices": 2
6. Keep mtg's shorter, or combining with LAHSA mtg's: 2
7. Have a consistent central mtg location: 1
8. Provide member names and contact info: 1