

Agenda

Welcome and Intros

Attendees:

- Michelle Edwards introduced herself as this was her first meeting

Subcommittees Updates

- **HAND Lead Intros** – Tasha introduced the HAND team that are serving leads for the various subcommittees.
- **PWLEH, Current Operations, and Project Management & Strategy** meetings will be meeting by the end of the month. The remaining committees are TBD in terms of their meeting schedule.
- **Committee Meeting Logistics** – It may not be possible to stagger the subcommittees meetings so that they don't conflict with one another. In those cases, members who opted for multiple committees will need to select their committee of choice.
- **RFP/RFP Subcommittee** – Letter of Intent/Interest – meeting with the committee on Friday to get feedback. LOI is to a temperature check to determine interests and if additional work is needed to get a sufficient pool of quality candidate

CAM Lead Agency Potential Applicants Discussion

- How do we ensure that we have a sufficient pool of quality candidates who will submit a proposal?
 - Making sure that the community understands everything they will be required to implement. Is it everything that CAM is doing or certain pieces? Phone line or in-person? Need a very clear message
 - Can you split up the CAM services?
 - Do some proactive reachout to decision makers at agencies and offer education/support
- What do we need to do to help applicants prepare for the RFP/RFQ?
 - Space is going to an issue for a lot agencies.
 - Ask the Lead Agency Workshop
 - CHS needs administrative support
 - SWCS is willing to rent some space out and provide a space layout visit
 - Finance part – SWCS gave people at the front line credit cards so if LYFT rides were needed

SWCS Current Operations Updates – No updates and no questions