



**Homelessness and Basic Resources Committee (HBRC)
Meeting Minutes
December 3, 2018**

Attended: Koji Uesugi, Deborah Cavion, Renu Katoch, Shelly Laddusaw, Pauline Swartz, Jeze Lopez, Yolanda Haro, Daisy Olivas, Paul Miller, Barbara Carrillo, Kenneth McAlpine, Loni Nguyen

- I. **Call to Order & Welcome**
- II. **Review & Approval of Minutes:** November 19, 2018 reviewed and approved.
- III. **Updates**
 - a. **PTK (Guests):** PTK gave an update on their college project, Toiletry Drive. Courtney was elected president for PTK. Any questions moving forward Courtney will now be the contact. Koji thanked Yasir and Courtney for the support and hard work. Yolanda asked PTK how they determined the students in need during the distribution of toiletry kits. PTK responded, they could not ask students specific questions regarding their needs, but that students came up to their table and asked for the kits and they had them complete a waiver.
 - b. **CalFresh Outreach:** Koji announced that he is working on developing our outreach program. We have our monthly commitments we need to meet, which include helping students with applying to CF and following up with them. We will be hiring an assistant, a short-term hourly, that will be going for board approval in December. This short-term hourly will be a CalFresh Outreach Assistant. Koji announced the Coordinator position has been approved and may be posting soon. At the next HBRC meeting Koji will introduce the CalFresh Outreach assistant. Koji asked if Cont. Ed students would come over here for CalFresh assistance? Renu and Shelly confirmed that students would come to this side of campus for assistance. Renu does advertise in their area and share information with their students on all that we discuss and about CalFresh. We should be considering sending people over to their area to assist with application and outreach development. Other areas of concern that we need to make sure we are reaching out to is Athletics. We will need to make sure people in those areas are trained in CalFresh Outreach. Daisy from Health Services shared how they handle Medi-Cal applications and the traffic flow between the main location in 67 and 9E location. Renu shared there should be 2 people in their area that are trained, she would not mind getting trained. We will need to come up with a tool, such as shared drive or spreadsheet to enter the information. Koji asked members to think about and consider people in your area that would be good at doing outreach.
 - c. **Higher Education & Homelessness Service Provider Area (SPA) 3 Meeting:** we are scheduled to host a meeting on Tuesday, 1/8/19, 10:00 -11:30. We have secured 6-160

for the meeting. We are waiting for details for this meeting and an agenda. Asked HBRC members if they can attend. Loni mentioned parking permits for the visitors.

- d. HBRC Webpage: Gio made updates to the webpage. Koji will forward the link to members and asked that we all check it for accurate spelling of committee member names and provide any feedback. Basic needs conference is this Friday at Compton College and we will report back in January.

IV. **Discussion**

- a. December Food Pantry: This month's pantry will be a little bit different due to finals week, with food being delivered on Monday and distribution taking place on Tuesday. We can pack the food items on Monday, 12/10, and have them ready for the pantry the next day. Pantry hours for Tuesday is 9:30 a.m.-1:30 p.m. and 5:00-7:00 p.m. or while supplies last. Will reduce pantry items to 400 (300 for the morning session, 100 for the evening). In November, we distributed 580 bags. This pantry will be a bit different due to finals. Koji asked what else we can do to supplement items that we distribute, we have the money to supplement items, logistics though makes it difficult. Koji shared about MRE (meals ready to eat), and Paul Miller shared information on MRE's. Koji asked committee, if we want to provide this or look at other alternatives to supplement, such as pop top canned food items like soups, mac-n-cheese, etc.? Deb shared concerns about people trashing MRE, would be sad to see them throw them away especially because they are not cheap. Suggested having a holiday meal table explaining to students how to cook it and ask if they want it. Also suggested having tables and having students go through and picking what they want, like a Farmer's Market style. It was mentioned having MRE's for emergency, students in need on the spot so students have something to eat. Have food pantry and CalFresh flyer attached to the meal. Are we opposed or in favor in looking into MRE's to distribute? Koji would like to get food items on Thursday for next pantry. Paul Miller said he may be able to assist on Monday, it was suggested that we go on Monday after Sowing Seeds delivers so we do not duplicate. Jeze will send out a list of shelters to Koji to include for the next pantry.
- b. Holiday meal Bags for Students: we plan on making another run to the store next Thursday. Koji would like to provide bags of food for students that will be attending this event hosted by Student Services. Koji will shop for items next Thursday.
- c. Mountie Fresh Day 2019: April 16, 2019 at Kerr's Corner (time will be announced). CalFresh outreach will be taking place. The following ideas for the event were mentioned: job placement, job fair, having nutrition department show what you can buy on a budget. Housing, health services, basic needs, create zones for people to visit (e.g., food zone, job/finances zone, health/wellness zone, etc.). Have student clubs do games.
- d. Meeting in Winter: Yes. Same day and time. Barbara will check room availability

V. **Good of the Order**

None

VI. **Next Meeting**

Monday, January 7, 2019 from 1:00-2:30 p.m.

VII. **Adjourn**