



## **MEETING AGENDA**

<b>9:00 am</b>	<b>Check-In</b>
<b>9:30 am</b>	<b>Welcome &amp; Agenda</b> Anthony Hassan, Director, CIR
<b>9:40 am</b>	<b>Review of Issues To Be Addressed in Working Groups</b>
<b>10:00 am</b>	<b>Working Group Sessions</b> <ul style="list-style-type: none"><li>◆ Behavioral Health</li><li>◆ Career Advancement</li><li>◆ Families &amp; Children</li><li>◆ Housing &amp; Homelessness</li><li>◆ Legal &amp; Re-Entry</li></ul>
<b>11:00 am</b>	<b>Review of Working Group Sessions</b>
<b>11:25 am</b>	<b>Administrative Items &amp; Closing Remarks</b> Joseph Chicas
<b>11:30 am</b>	<b>Collaborative Meeting Adjourns</b>

**I. Welcome & Agenda**

Dr. Anthony Hassan, CIR Director, welcomed everyone to the meeting and thanked them for attending. He briefly reviewed the meeting structure and working groups for first-time attendees.

**II. Working Group Breakout Sessions**

The working groups then met for one hour. The working groups that convened were:

- **Behavioral Health**
- **Career Advancement**
- **Families & Children**
- **Housing & Homelessness**
- **Legal & Re-Entry**

**III. Working Group Session Summaries**

All attendees then re-convened to review the discussions from each working group.

**a. Behavioral Health Working Group**

Break out group notes were not provided

**b. Career Advancement Working Group**

In our meeting we reviewed the status of the Asset Map. It is still ongoing, but advertising and website presence are still being discussed. The group also discussed where to look to next. The following ideas were raised:

- Look at means for employer education. It was reported that the California Consortium for Hispanic Veterans and LA County are working on a similar topic. Also reported that USC CIR will be doing some employer education for the employers that are participating in their March 20 Veteran Hiring Fair.
- A service provider grading system similar to YELP for veteran service providers and schools
- Policy Issues - what are they around employment/education and what can we do about them

**c. Families & Children Working Group**

New members to the group were asked to introduce themselves by name, title or position, agency affiliate and a brief description of the service provided. The introduction generated discussion on several new members and noted the vast array of depth and breadth of relevant resources represented on the committee for veteran families and children.

**Obstacle Action Item:** Direct Access and Awareness of the agencies and positions and resources is an issue for both the relevant complimentary partners, as well as the consumer/client, which is the Veteran, Family member and Child. Action can be taken to establish the access and awareness process of the resources to each other and the consumer. Deborah Hayes is updating this portion of the Resource section of the portal.

Primary focus of discussion was the review and scrub of the 18 question Survey development, submitted from the January 9 brainstorm session. In order to delete, revise add/or consolidate the questions, the workgroup discussed five (5) primary elements regarding the survey, which were: Purpose, Broad Target, Specific Target, Methods, Venues, and Question Revision.

**A) The purpose of the Survey-** The discussion identified two (2) primary purposes of the survey, which would help guide the question construction.

1. *Needs Assessment* of Veterans their Families and Children
2. *Asset Mapping* for resource delivery and staff of USC CIR results

**B) The Broad demographic Target audience of the Survey-** The group discussed the target audience to understand which questions may be duplicated in another section of the survey or which questions could be led by the preliminary profile section of the first questions and which Family/Children questions could be trailed from the profile section. The group identified several estimated Consumers as the broad target audience- not in a prioritized order:

1. *Veterans*
  - a. Homeless
  - b. Jobless
  - c. Medical needs
  - d. Connected to current systems: VA, Vet Centers Military One Source et al
2. *Caregivers* of Veterans' children
3. "Purple" service organization Veterans
  - a. Multi Component: Active Duty, Reserve, National Guard
  - b. Multi Service: Army, AirForce, Navy, Marine, Coast Guard

**C) The specific demographic Target audience of the Family & Child section of the Survey-** The group identified several specifics of the Family and Child client consumer.

1. *Veterans* who are: married w/ no children, married w/ children, single parent, dual parent, step parent, foster parent,
2. *Caregivers* who are: the Veteran, spouse, relative caregiver
3. *Gender: men and women veterans and caregivers have different needs and some resources.*

Action Item: The group wants to research whether these (3) identifiers will be placed in the preliminary profile of the survey, which leads the person to the Family Child section or do these questions need to be strategically placed at the beginning of the Family Child section?

**D) Methods for survey publication** – The discussion identified (2) primary methods for issuing the survey:

**1. Electronic**

**a. Web based to known data based sites**

**b. E-blast to known distribution lists** via Points of Contacts within each Purple target listed above in Section II B-3.

**2. Hardcopy print outs-** Obviously, this may be more difficult to tally data results and a more labor intensive method. But if this one is not used, we run the risk of isolating and eliminating an entire target population of homeless and/or non computer accessible personnel- who may in fact, be the highest risk pool and greatest need pool.

**E) Venue for data collection of the survey-** Dissemination venues for the survey quickly appeared to be a broad and detailed discussion and would probably need an entire workgroup focused on this. So the group chose to list and identify potential venues to set up a “survey booth” with date and time at a frequency of a few times per week. The group also made “rough estimates” as to the percentage of target population that could be procured at each venue.

**1. Military Affiliate Organizations:** Vet Centers, VA Hospitals (LA and Long Beach, others), American Legions, Veterans of Foreign Wars via the VA Claims Officer who has an electronic & hardcopy data base, AUSA,.  
Estimated target population: 30-40%

**2. Community Civilian Agencies:** Community Centers, Red Cross, LA Homeless Shelters, Patriot Ministry Groups within Churches, Faith-Based organizations who offer support-services to Veterans or Homeless persons  
Estimated target population: 10-20 %

**3. Military Events:**

**a.** JFTB Los Alamitos: Race on the Base- March, Independence Celebration- July 4, Wheels, Rotors & Reels Show- 1<sup>st</sup> weekend in October, Monthly Battle Assembly (1<sup>st</sup> and 2<sup>nd</sup> weekend of the month)

Estimated target population: 80-90 %

**b.** LA AirForce Base: events calendar, commissary, MWR office

Estimated target population: 80-90 %

**c.** Long Beach Naval Base: events calendar, commissary, and MWR

Estimated target population: 80-90 %

**d.** Fort McArthur events calendar, commissary, and MWR

Estimated target population: 80-90 %

**e.** Yellow Ribbon Reintegration Program Events (DoD sponsored training and well-being events targeting specifically at returning veterans and families and children of Reserve and National Guard)

Estimated target population: 100 %

**Action Item 1:** Sherrie and survey team or a workgroup dedicated to the venue proposals would need to develop a POC at each site, procure an events calendar, establish relationships and access to the events and create a comprehensive calendar for the survey delivery. (beyond the scope of this committee but great foundational brainstorming)

**Action Item 2:** If Yellow Ribbon access is desired to set up a computer booth and or a hardcopy distribution for later returns, the Reserve Component would need to have a plan developed to either identify the population who are not Los Angeles based or to identify only those LA Veterans for the purpose of the survey. It was noted that there are benefits to remaining mission focused on only LA Veteran target population and benefits to surveying the non-LA population for purposes of current comparison/ contrast and future tailored scalability to state or national venues.

**F) Question Revision: Each specific Question's relevance and position in the Family & Child section of the survey, as well as the overall survey was discussed**

**1. Questions added:** It was recommended that the following questions be added:

- a. Would you like to have a service provider or resource contact you for any of the following items: \_\_\_yes \_\_\_no  
\_\_\_ Children's camps \_\_\_Marriage Enrichment seminars \_\_\_Child Youth School Services, \_\_\_ Respite Care \_\_\_ Domestic Violence support, \_\_\_Exceptional Family Member Care \_\_\_ etc

If so, please provide us with the contact information and how you would like for us to reach you. \_\_\_name, \_\_\_phone, \_\_\_ email, \_\_\_mailing address, site visit on first Thursday of each month at\_\_\_

This question could be added at the end of each section of the survey and tailored to the specific workgroup or added at the final end of the completion of the survey. Added value: USC CIR can build a direct service contact base for the Vet and may develop mentors and leaders w/I the Veteran community to facilitate and self-refer and sustain internally

- b. ADD A question at the beginning of the Family Children section or the beginning of the profile for the **Single Veteran** to identify a **Family Member** under a broader definition, (ie) parent, brother/sister, uncle. (We call this the "service member's family designee) If the single Veteran is left out of the initial profile's option identify a family member, we assume that he/she has no family members, only issues with, finance, employment, physical- mental health.
- c. ADD the gender question, preferably in the initial profile rather than the Family Child section.
- d. ADD the category: "spouse" to question 1, or create another question that identifies whether the Veteran or Spouse/Family member is completing the survey. It is assumed that the first question of the profile and first question of the Family Children section will accurately identify

the person completing the survey and that this information is trailed into the answers that follow.

- e. ADD Question 14, What was your discharge date or the date of your last deployment?

**2. Change Questions:**

- a. **Question 6** needs to clarify Yellow Ribbon Reintegration Program or Yellow Ribbon Education Program with colleges or list both. Also, this question may have too many items in it, unless it has a dropdown to specify. Change to “Have you used or accessed,” rather than, “do you belong,” because some of these are events rather than memberships

- b. Determine which questions may be identified in another section:  
Questions: 8, 9, 11, 13, 14

- 3. **Question Review:** All questions were read individually and reviewed collectively when time necessitated that the list be scrubbed later, alongside the other workgroup questions because it was unknown which of the questions may contain duplication or gaps.

**Announcements:**

- Links – Deborah will update Resource List/Toolkits and disseminate.
- EFMP Parent Meeting- San Diego, Miramar March 7, 2013
- USC CIR Internship launches coming up. Watch for locations and agencies where Dr. Michael Johnson can match the interns to projects.

**d. Housing & Homelessness Working Group**

The Housing and & Homelessness Working Group had a large meeting to consider advocacy positions, including:

- Vigilance regarding the Los Angeles City Community Care Facilities Ordinance, which may be re-introduced with changes,
- Support for AB 639, The Veterans Housing and Homeless Prevention Act; and
- Support for the California Homes and Jobs Act of 2013.

VA representatives at the meeting reported that a program to solicit donations of furniture to facilitate move-ins for VASH participants is in the works for Los Angeles, so the Working Group will not need to pursue this item on its agenda.

***New action items:***

- Evaluate the possibility of soliciting furniture donations.
- Determine best ways of engaging VA decision-makers.
- Develop survey questions.

**e. Legal & Re-Entry Working Group**

First, the Committee agreed, in the majority, to endorse and support the final draft by Jodi Galvin to Superior Court Judge Wesley requesting a meeting to address traffic ticket

infractions, failures to appear and warrants affecting Veterans. Final draft to be forwarded to other collaborative members for their review and possible support with a response of support due by February 19th.

Secondly, the group addressed and recommend a disclaimer for the collaborative letterhead and website that will address non-political activity and allow collaborative members to participate but opt-out of listing their organization on letterhead and website.

Lastly, the committee will take up addressing the VA claim filing process in more detail in our next meeting.

#### **IV. Administrative Details**

##### **a. Upcoming Collaborative Meetings**

The Collaborative meets on the second Wednesday of each month. The three upcoming meetings are as follows:

- March 13, 2013
- April 10, 2013
- May 8, 2013

##### **b. Closing Remarks**

Dr. Anthony Hassan thanked everyone for coming. Additionally, Anthony announced that CIR hopes to finalize interviews and hiring for the new Collaborative administrator and initiate the city-wide survey and evaluation of veteran needs in Los Angeles county.

##### **c. Collaborative Mailing List**

To join the Collaborative's mailing list, or any of the working group mailing lists, please contact CIR at [cir@usc.edu](mailto:cir@usc.edu).

#### **V. Next Meeting**

**Wednesday, March 13, 2013**

9:30 - 11:30 am

USC CIR Office

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