

# Data Collection, Reporting and Evaluation Committee

January 18<sup>th</sup> 2018 11:00am MST / 10:00am PST

## Meeting Minutes

<b>Facilitator:</b>	Susan Thurm
<b>Attendees:</b>	Bob Daugherty, Angela Wartel, Vera Beltran, Lisa Steele, Jennifer Otto, Lori Stewart, Donna Graybill, Nate Connor, Desire Brinker
<b>Not in Attendance:</b>	Dana Wiemiller

### NEW ITEMS:

1. Convene meeting/roll call –
2. Review & Finalize Minutes – Reviewed December minutes. Motion to accept minutes, Angela; second, Bob: Motion passed.
3. Open Vice President and Secretary Positions – Dave Rossow resigned from IHFA leaving the VP and Secretary positions on the committee vacant. Each position is not overly labor intensive. Vice president will facilitate the meeting if Chair is unavailable. Secretary will take and compile minutes; submit to Susan who will then disseminate. Angela offered to take over the VP position. Motion to accept Angela as VP. Motion, Susan; second, Bob: Motion Passed. Secretary position remains vacant.
4. Quarterly report – Jennifer Otto – Quarterly reports were submitted to IHCC, approved and will be added to rotation. Data completeness quarterly reports are not available yet, will be ready for February's meeting. Income discussion geared toward data quality, agencies don't have to do data quality reporting as of yet but it is a possibility in the future. System Performance Measurements were presented to IHCC, they received 2015 and 2016 data. System Performance Measurements will be run in March or April and go to the board before being submitted to HUD.
5. PIT count – All regions appear to be on track gearing up for the count. Questions or concerns regarding volunteers can be directed to Jennifer.
6. Access Point Training – Susan Thurm – Completed the access point training last week with IHFA. The amount of information was more than anticipated. The first six months will be challenging but with more education to organizations inside each of the regions and to their community members, it will become more streamlined. It was clarified that the access point system will go live on Monday and that it is a system in which there is one agency in each region that will do initial intake screenings and get individuals into a queue for services. This essentially eliminates the barriers to housing assessment. It was also clarified that programs such as VASH and SSVF will still have their own screenings as they are separate from access point and under VA scope.

### FOLLOW-UP ITEMS:

None

### POINTS OF INFORMATION:

1. Regional coalition updates.  
**Region 1:** No meeting.  
**Region 2:** Met yesterday. Focused on getting more people on the committee and discussed the fire at Sojourners which will take about 8-9 months to get back online.  
**Region 3:** Met last week. Discussed access point and PIT count  
**Region 4:** Met last week. Main area of focus was PIT.  
**Region 5:** Met on Tuesday. Discussed PIT. Sarah O'Banion handed out surveys and asked for volunteers to administer them during the week of the count. Clarified Homeless Connect with coalition.  
**Region 6:** Discussed PIT and Homeless Connect.
2. The next conference call will be Thursday, February 8th, 2018 at 11am, MDT/10am (PDT).

### Post Meeting Action Items:

Consider the vacant secretary position for the committee.