

Data Collection, Reporting and Evaluation Committee

February 13, 2020 11:00am MST / 10:00 am PST

Meeting Minutes

Chair:	Susan Thurm
Attendees:	Bob Daugherty, Angela Wartel, Jeremy Blades , Donna Graybill, Jordan Spencer, Jennifer Otto, Cathy Jones, Amy Jenott
Not Present:	

NEW ITEMS:

1. Convene meeting/roll call.

2. Review & Finalize Minutes:

- Susan motion to accept Jan 9, 2020 minutes as presented. Bob motioned. Jordan second. Meeting minutes passed.

3. System Performance Measures – Jennifer Otto

Jennifer noted, this agenda item is currently in the update process, by the vendor, nothing to report this month. Final changes should be done by the February 28th due date and report will be ready for March meeting. Susan mentioned that ART was down the previous day and asked if the purge had anything do to with the slow response time of report running? Jenn said it is possible and explained that the client purge is a technical standard that is required every 7 years (annually for date 7 years old). The purge has had 7 years of no activity so 30,000 records were purged. Susan asked for clarification, after 7 years of not activity, if a customer comes back into HMIS a new record will need to be created? Jenn confirmed that electronic records have the same compliance requirement as paper documents and going forward to expect a purge once a year for all records 7 years or older.

4. Regional Housing Coalition Updates

- Region 1 – Bob Daugherty reported that they have voted to move the region 1 meetings to every other month and it has increased attendance – the most recent meeting had 35 people in attendance. A growing concern for Region 1 is the lack of funding volunteers for the warming center. The cost is \$312 per night, typically serving between 23 and 35 people each night that temperatures fall below 28 degrees and operating 70 to 100 nights a winter. Spokane is getting some day centers, but they have much more financial support. Susan offered a comparison to the model of region 5; reaching out to churches to provide funding and volunteers.
- Region 2 – Angie Wartel was on her way to another obligation and introduced the email she had sent, after the January 17th meeting, region 1 will be focusing on 4 areas (taken from email): 1) Network improvement- developing a regional webpage with all resources available throughout the region. 2) Community engagement- promoting Town Hall meetings and getting feedback from community. 3) Resource development- Identifying funding and training. 4) Participant experience- developing a survey to give randomly to quantify their experience. Angie said there are some very great ideas coming from their coalition.
- Region 3 – Jeremy Blade reports that PIT count numbers are down in the region but up in Emmett and Idaho City. CATCH is the only group to write goals but he is hopeful to have goals by next meeting. Salvation Army, Hope’s Door, and YCAPP are all full for the winter.
- Region 4 – Jenn mentioned that the PIT count is still missing for region 4 and Donna noted that support was offered to, but not accepted from South Central, who, she believes was coordinating the PIT effort. She is confident next year the count will be much smoother.

- Region 5 – Susan said their coalition meets quarterly, last met on January 25th, with 35 to 40 people in attendance. They had Matt, from the 2020 Census as a guest speaker. Jenn suggested they contact Jane with the Census bureau if they have any further questions – Susan assured they have been working with Jane to ensure they reach as many people as possible. The coalition is working on narrowing down their focus so they broke into smaller groups and should finalize their goals at the February meeting. She is confident they will have a much to report at our next meeting.
- Region 6 – Jordan reported that region 6 held their coalition meeting last Thursday (2/6/20) with a very low turnout. PIT count has been a bit of a tornado with Dena out for a while.

FOLLOW-UP ITEMS: None

POINTS OF INFORMATION: None

New Business: None

Meeting adjourned at 11:37am