

Data Collection, Reporting and Evaluation Committee

March 8, 2018 11:00am MST / 10:00am PST

Meeting Minutes

Facilitator:	Susan Thurm
Attendees:	Angela Wartel, Vera Beltran, Nate Connor, Lori Stewart, Lisa Steele
Not Present:	Bob Daugherty, Donna Graybill, Jennifer Otto,

NEW ITEMS:

1. Convene meeting/roll call.
2. Review & Finalize Minutes – Motion to accept Feb 8 2018 meeting minutes as presented, Angela Motion ; Nate Second. Minutes approved.

FOLLOW-UP ITEMS:

1. Sending out emails to the agencies that have an “F” or “C”:
 - a. Susan will create a draft form letter with blanks to fill in for the agencies that are getting F’s and C’s. She will send out the draft to the committee for review by next Monday March 12. Susan will send a list of agencies to Lori to get the email addresses of the HMIS users and the Executive Directors.
2. Committee Member information:
 - a. Please review your information on the committee member attachment and send any updates/changes to Susan.
3. IHCC on site board meeting April 24 and 25. Committee chairs will be getting an invitation soon.

POINTS OF INFORMATION:

1. Regional coalition updates:
 - Region 1:** (Bob) –Not present.
 - Region 2:** (Angela) –Short meeting about access points.
 - Region 3:** (Vera) –No report. Next meeting is next week.
 - Region 4:** (Donna) –Not present.
 - Region 5:** (Susan) –Meet quarterly. Next meeting is middle of April.
 - Region 6:** (Nate) –Homeless Connect/Access points.
2. Next Conference Call: Thursday April 12, 2018 11 a.m. (MDT)/10 a.m. (PDT)

Post Meeting Action Items:

The PIT report, CAPER report and the System Performance Measures reports are all coming due in the next couple of months. Next meeting Lori will update on what reports are coming up and which ones need DCR&E approval.