

Data Collection, Reporting and Evaluation Committee

May 10, 2018 11:00am MST / 10:00am PST

Meeting Minutes

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

NEW ITEMS:

1. **Convene meeting/roll call.**
2. **Review & Finalize Minutes:**
 - a. Motion to accept April 12, 2018 meeting minutes as presented, Bob Motion; Nate Second. Minutes approved.
3. **Guests from the Governance Committee – Leslie Foltz and Shawn Walters:**
 - a. Governance Committee needs members from R1, R2 and R4 and needs a Secretary. See Kristina Larkin (IHFA) if you are interested in being part of the Governance Committee.
 - b. Committee members develop Policies and Procedures for the IHCC and identify processes to create specific task-oriented and/or permanent committees to meet the ongoing needs of the IHCC committees; ensures shared communication among other committees and members of the IHCC; tracks and reports attendance and minutes of each committee, the regional coalitions, and the IHCC.
 - c. Committee members will ensure facilitation of at least bi-monthly meetings for committees and quarterly meetings for regional coalitions and forward minutes and attendance to the Collaborative Applicant for inclusion in the Balance of State CoC application; make Policy recommendations and creation of processes to the Board to facilitate grant awards. Policy decisions are approved and implemented by the Board.
 - d. The committee will ensure that the IHCC Board meets at least quarterly, and in consultation with the Collaborative Applicant will develop agendas and materials to help meet strategic planning goals as set by the Strategic Planning Committee and the IHCC Board.
4. **Discussion on: The DCR&E Committee’s responsibilities:**
 - a. Excerpt from the Governance Agreement: Makes recommendations on Planning & Participation:
 - Discussing what is the definition of “Planning & Participation” in this context. Needing clarification. Will bring up in next month’s meeting.
5. **Data Completeness Report Card:**
 - a. Lori submitted for review the 0252 Data Completeness Report Card Report for Q1 2018.
 - b. The only two projects that had F grades were the Youth projects. BYF only had one client and Safe House has an A in the UDE’s.
 - c. Vera asked about her F grade in the Addt’l category. HMIS will review it with her.

POINTS OF INFORMATION:

1. Regional coalition updates:

Region 1: (Bob) –Vet Stand-down this coming Sat 8am-1pm. See about 100-1500 people. Haircuts, Supportive Services, Health Care, SSVF, all resources/participation of Vets and Families. Surplus to only homeless Vets.

Region 2: (Angela) – Met Earlier this week. Discussed PIT Count. Getting ready for Fair Housing Sessions: May 17th in Lewiston and May 18th in Moscow. CES in June.

Region 3: (Vera) – Met yesterday. Review Coalition responsibilities.

Region 4: (Donna) – Meet 3rd week of April. Donna wasn’t there. CES is up and going. Helping DV get housed faster than before.

Region 5: (Susan) –Met April 17th. Parking Meter program: finding locations -has to be only on private property. Covered the PIT numbers, talked about changing the date of next year’s PIT count. Discussed the “Gap” fund that helps with drivers’ licenses or application fees.

Region 6: (Nate) –Discussed changing the date of next year’s PIT count and how CES is working. Bonneville hotel project has to be out by July 30th.
2. Next Conference Call: Thursday June 14, 2018 11 a.m. (MDT)/10 a.m. (PDT)

FOLLOW-UP ITEMS:

Post Meeting Action Items:

None