

# Data Collection, Reporting and Evaluation Committee

August 8, 2019 11:00am MST / 10:00am PST

## Meeting Minutes

Facilitator:	Susan Thurm
Attendees:	Bob Daugherty, Jordan Skinner, Angela Wartel, Lori Stewart, Shelby Hammond
Not Present:	Donna Graybill, Jennifer Otto, Alicia Dart-Clegg, Lisa Steele

### NEW ITEMS:

#### 1. Convene meeting/roll call.

- Lori asked Shelby to join the DCR&E call to take the meeting minutes while she presented the Data Quality Report. Alicia is out monitoring sites, and Jennifer is out as well.

#### 2. Review & Finalize Minutes:

- Motion to accept July 11, 2019 minutes as presented. Bob made a motion to accept the meeting minutes. Angela seconded the motion. The previous meeting minutes passed with no objections or changes.

### Follow Up Items:

#### 1. Data Completion Report Card

- There was a 98.9% completion rate for non-voluntary projects and a 97.67% rate for voluntary projects
- Of the 1,241 client entry and exits, 88% had A grades in every category
- HMIS team will follow up with SSVF, HVF, Bannock Youth, Safe House, Family Health Services
- The 1,241 entry/exits do not mean how many people (client count), but how many times someone has entered the system
- An A grade accounts for 95% or better, while an F grade accounts for 85% or lower

Take this report card back to regional coalitions and let them know they are doing a good job on Data completion!

- DCR&E discussed quarterly reports in the June 13 meeting. Some suggestions from the meeting were to create a one-page report with highlights broken out regionally. Suggested having a report broken out showing households with and without children, and disability types associated with that.
- The board will come up with strategies that will be implemented by the agencies to report on if they are helping, by looking at the data. Since we are waiting on the board for strategies to determine data points to collect and report on, in the meantime we have talked about having a report broken out on households with/without children and disability types. How would that look to you and for your region?
  - Bob- No comment at this time.
  - Angela- Asked coalition if there was anything they wanted to see but there was no feedback on it.
  - Susan- Breaking report down by disability/ HH composition/ LoS. It would be helpful to break it down by region and compare regional numbers as a reference point. BJ uses quarterly report numbers for presentations around the area so they are helpful for her to use for grants and seeing an increase in client count over a period of time. It may be necessary to call agencies that use HMIS to see what information they feel would be helpful to see because the coalition did not provide feedback.
  - Lori- We will revisit this topic when Jen is back, so she can share some ideas that she was speaking about. There will be new strategies coming out by the board and new data points. HUD is putting emphasis on strategies to implement in the CoC. SPMs account for 60/200 points on the CoC application. The competition is getting more specific and we will need to help the regions understand that data driven solutions will be implemented.
- Susan spoke with Senator Mark Nye after a meeting in Pocatello about the housing shortage.
- Lori- It is a great suggestion for the coalition meetings to reach out to local legislators to speak about low income/affordable housing solutions.
- Susan- Destinations are still an important data point that we need to figure out.
- Destinations will help us with the retention measure and data on returns to homelessness.
- Bob- Will talk to their new Executive Director at St. Vincent de Paul CDA to bring more legislative representation to regional coalition meetings.

- Susan- Is there specific data from the Quarterly Reports that is mandated by the IHCC or HUD? Is it a report that we can completely rebuild?
- Jenn created the Quarterly Report as a starting point, but it is okay to change the data points and revamp the report to be more helpful for the regional coalitions/service providers. Will double check on requirements and follow up at next meeting.
- Susan- We can email the regional coalitions to ask what they would like to see in the quarterly reports/data points, and use those responses to help formulate a new report.
- Lori- Follow up item will be to email your coalitions and ask what information would be helpful for them to see- issues/barriers/ideas.
- This is a conversation to have with the IHCC board and regional coalitions to find best strategies to influence the populations being served.

**POINTS OF INFORMATION:**

1. Regional coalition updates: Time did not allow for updates.
2. Next Conference Call: Next call Thursday Sept 12, 2019 11 a.m. (MDT)/10 a.m. (PDT).

**FOLLOW-UP ITEMS:**

None

**Post Meeting Action Items:**

1. Is there specific data from the quarterly reports that is mandated by IHCC or HUD?
2. Email coalitions and ask what information would be helpful for them to see- issues/barriers/ideas