

# Data Collection, Reporting and Evaluation Committee

October 9, 2018 11:00am MST / 10:00am PST

## Meeting Minutes

<b>Facilitator:</b>	Susan Thurm
<b>Attendees:</b>	Angela Wartel, Donna Graybill, Jennifer Otto, Lori Stewart, Alicia Clegg
<b>Not Present:</b>	Bob Daugherty, Vera Beltran, Nate Connor, Maureen Brewer

### NEW ITEMS:

1. **Convene meeting/roll call.**
2. **Review & Finalize Minutes:**
  - a. Motion to accept Sept 6, 2018 meeting minutes as presented, Angela Motion; Susan Second. Minutes approved.
3. **Q3 Quarterly Report**
  - a. Motion to remove Annual Assessment income and Exit income. Angela Motion, Susan Second. Approved to remove AA and Exit income from Quarterly reports.
4. **IHCC Onsite meeting**
  - a. Susan unable to attend but will call in. Jenn will present the Q3 Quarterly reports to the IHCC.

### POINTS OF INFORMATION:

1. Regional coalition updates:
  - Region 1:** (Bob) –not present.
  - Region 2:** (Angela) –Brief call to begin PIT count.
  - Region 3:** (Vera) –not present.
  - Region 4:** (Donna) –Have not attended in a couple of months.
  - Region 5:** (Susan) – Meet quarterly, next week. Sept 27 Homeless Stand-down. Preparing for PIT count.
  - Region 6:** (Nate) –not present.
  - Region 7:** (Maureen) –not present.
2. Next Conference Call: Next call Thursday Nov. 8, 2018 11 a.m. (MDT)/10 a.m. (PDT).

### FOLLOW-UP ITEMS:

1. Jennifer will be contacting IFRM concerning their ES destination outcomes.
  - a. Jennifer followed up with IFRM. They are moving from Ruth House to other Emergency Shelter, which seems negative but really isn't. The data is accurate.
2. HMIS will research the date quality errors in PSH destinations and income at annual assessment.
  - a. Destinations are still high, HMIS will research this. Income at annual assessment was removed from the Quarterly report.
3. HMIS will research the length of time numbers:
  - a. Lori has had the agencies fix their Length of Stay data. All have been corrected.
4. HMIS will research the indeterminate destinations in CATCH RRH and StVdP Healing Hearts PSH.
  - a. StVdP –researched and was only one client.
  - b. CATCH –still will follow up on this one.

### Post Meeting Action Items:

Vera is leaving so we need a new member for R3