

2018 Statewide PIT Count Committee

Sept 13, 2017 10:00am MT/ 9:00am PT

Kick-Off 2018 Meeting Minutes

Facilitator:	Jennifer Otto, Lori Stewart
Attendees:	Steve Thomas, Amanda Johnson, Sarah O'Banion, Janelle Lanier, Dena Skinner, Alissa Parrish, Howard Belodoff, Brian Dale, Brian Bumgarner
Not Present:	Scott Parker, Misty McEwen, Tina Naillon, Alacia Handy, Ginny Acevedo

NEW ITEMS:

1. Committee Introductions and Approve May Minutes:

- a. Introductions –Update to the Membership Contact Information.
 - i. Welcome Alissa Parrish from ICA as the Boise CoC/Region 7 representative. Howard Belodoff will be attending the PIT meetings but not clear in what capacity.
 - ii. The PIT Committee welcomes anyone in the community to participate and is working towards involving representatives that will also include counting the Youth, Veterans and Chronically Homeless count. We invite State and Local Departments to be involved.
 - iii. The PIT Committee is a Statewide committee where both the Balance of State CoC and the Boise CoC work together to produce a statewide count. We understand that the two continuums may have different ways of conducting the count.
- b. Committee nominations and elections:
 - i. Chair –Jennifer Otto: Steve nominated Jennifer Otto. All approve. Jennifer Otto will continue to Chair.
 - ii. Vice Chair –Steve Thomas: Steve volunteered. All approved. Steve Thomas will be the Vice Chair.
 - iii. Secretary –Lori Stewart: Lori volunteered. All approved. Lori Stewart will be the Secretary.
- c. Reviewed and approved May 9, 2017 Meeting Minutes: Steve motioned, Amanda 2nd. All approve. Meeting minutes approved.

2. Final 2017 PIT Reports:

<https://www.idahohousing.com/homelessness-services-programs/hmis>

- a. Howard: We collect a lot more information than what was on the graphic report. Jennifer: It was left up to each of the continuums what information wanted to report. The Boise CoC was asked to be involved in this process but didn't respond. Also, due to time constraints, tables were removed and only reported basic demographics on the one page graphic report.
- b. Comment that the color wheels were hard to read, especially with Race/Ethnicity.
- c. Font of the numbers in each region is smaller than the totals. If they are viewing it online, they could enlarge the screen. If they are reading a printed copy, it might be an issue.
- d. Region 7: Will get back to the committee if they want it to say Boise CoC.

3. Point-In-Time Count Overview (PIT Idaho Style):

- a. PIT Date – January 31, 2018.
- b. HUD homeless definition:
 - a. Unsheltered: resides in places not meant for human habitation.
 - b. Sheltered: reside in Emergency Shelter, Transition Housing or Supportive Housing.
 - c. This definition doesn't include the Precariously Housed: Persons staying with friends or family, hotel/motel, treatment facility or in jail.

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- c. Unsheltered and Sheltered Methodology:
 - a. We will be voting on the Methodology next meeting.
 - b. Actual count. Not an estimate or sampling.
 - c. Count on Wednesday January 31, 2018.
 - d. Conducted by the Regional Housing Coalitions, Boise CoC and IHFA.
 - e. Methods include shelter surveys, street and known locations counts and service based surveys.
 - f. Information is entered, compiled and validated in HMIS.
- d. HUD and Statewide Reporting:
 - a. Each CoC will be responsible for their own CoC's PIT count data into HMIS and entry into HUD-HDX.

4. HUD PIT Count Planning Worksheet:

- a. Committee will use the HUD PIT Count Worksheet document to track the count activities again this year.
- b. Worksheet helps to keep the Committee on track. Our Committee doesn't always follow HUD's workflow and timing but we do most of the activities listed.
- c. Page 3 of worksheet: Identify which Consolidate Plan jurisdictions fall within the CoC's geographic area.
 - i. Go thru this list and send corrections to Jennifer.
 - ii. Jennifer will forward the Con Plan list to Brian Dale for final review.

5. Regional PIT Subcommittee Update:

- a. Region 1 (Scott): Not Present.
- b. Region 2 (Steve): Will have some challenges this year. One place that was a housing place for homeless is not serving homeless anymore. Will be at meeting in Sept.
- c. Region 3 (Amanda): Met this morning. Discussed using the same strategy. Was discussed not having Amanda's agency be on the committee since they don't receive funding but was decided to keep Amanda on for this year. There are two agencies that are receiving ESG and they will be a part of the regional subcommittee. Jesse Tree is participating. CATCH will join when settled.
- d. Region 4 (Misty): Not Present.
- e. Region 5 (Sarah and Janelle): Meeting first week of October. Feeling confident will be moving forward quickly.
- f. Region 6 (Dena): Have not met yet. Meeting first week of October.
- g. Region 7 (Alissa and Howard): PIT count committee is a subcommittee of the Boise Performance Measurement Working Group (PMWG). Alissa says looking at the 2017 CH numbers need to be checked because she thinks they are too high. Howard, who is a representative from the Boise PMWG (the group that verifies the Boise PIT numbers), believes 2017 CH is under-reported.
- h. HUD (Brian): Partners with Regional Coalitions. Wants to participate in all Regions PIT Committees.
- i. VA (Bryan): Nothing at this time.
- j. Chair (Jennifer): The PIT Count Committee welcomes anyone that wants to be involved from the community. Need to make sure we have a Youth Representative.

6. Meeting Schedule

- a. Set for the Second Wed of every month at 10am MT/9am PT.
- b. Only for October, Wed October 4th at 10am MT/9am PT.
- c. No need for doodle poll.

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FOLLOW-UP ITEMS:

None.

POINTS OF INFORMATION:

- Next meeting Wed. October 4th at 10am MT/9am PT.
 - Will go over and choose the Methodology.

- HUD guidance –not posted for 2018 yet
 - Jennifer will forward the HUD Guidance for the 2018 Count once it is posted.

- IHCC On-Site Meeting – October 26th & 27th in Boise
 - IHCC and Committee Meetings –may be a different format and not have the individual Committee meetings.

POST MEETING ACTION ITEMS:

None.