

# PA-509 Data Management Outcomes Committee

## MEETING MINUTES

MEETING TIME	April 28, 2016, 10:30AM – 11:30AM
TYPE OF MEETING	PA-509 Data Management Outcomes Committee Conference Call Conference Call Information - 1(855) 750 - 1027 Access code: 560646
FACILITATOR	David Weathington, HMIS Administrator on behalf of Madra Clay, Chair

### **Committee Responsibilities:**

The Committee is responsible for conducting and coordinating research into the characteristics and needs of homeless, or at risk of homelessness individuals and families. It will review the availability of housing and services, conduct gaps analyses, provide data to the CoC, and make recommendations to the CoC to encourage potential areas of change/ improvement. In this capacity, it oversees all data collection and use of data within the CoC. This includes, but is not limited to: ensuring compliance with HMIS regulations and compliance with the CoC's data quality plan, privacy plan, privacy policies, and Standard Operating Procedures, and recommending changes to the board, as necessary.

**Mission Statement:** To maximize available data resources in order to reduce, prevent, and end homelessness in the Eastern PA Continuum of Care Collaborative (CoC).

**Vision:** To establish performance benchmarks in PA HMIS to help the Eastern PA Continuum of Care Collaborative meet its goals.

- I. Welcome/Introductions – Meeting called to order at 10:33AM. Madra Clay welcomed everyone to the meeting and explained that David Weathington will conduct the meeting today due to a schedule conflict. She additionally stated that David Weathington will facilitate future meetings with assistance from Brian Miller and Danijel Vukancic. Madra Clay will remain the Chair until further notice.

### **Attendees:**

Madra Clay, DCED, Committee Chair

David Weathington, PA HMIS Administrator, HMIS Lead Agency

Brian Miller, PA HMIS Consultant, HMIS Lead Agency

Danijel Vukancic, Economic Development Analyst

Joseph Artiaco, Lehigh Valley Center For Independent Living (SSVF)

Lisa Day, Family Promise of Monroe County (Pocono)

Weston Brehm, Columbia County Housing & Redevelopment Authorities (Central Valley)

Dawn Vioral, Cumberland County Housing Authority (Central Valley)

Carol Gordon, Family Service, Inc. (South Central)

Joyce Sacco, Pennsylvania Housing Alliance

Leigh Howard, DMA – Diana T. Myers & Associates, Inc.

**Not Attended:**

Joni Bussler, YWCA Williamsport (Northern Tier)

Maria Garlick, Clinton County Housing Coalition (Northern Tier)

Kristine Blasco, Community Action Committee of Lehigh Valley

II. Veterans @HOME Technical Assistance (Brian)

a. Veterans Master List status update

- i. Veteran's sub-committee developed a process that the VA is currently vetting to begin sharing HOMES Assessment data with DCED.
- ii. A Master List of homeless veterans was created, tested and is ready for use to track the benchmarks related to ending Veteran homelessness.

**Benchmarks for Integrated VA Master List** – (see attached report for Benchmark Report)

a. **Have you ended chronic homelessness among Veterans in your community?**

*Target: Zero chronically homeless Veterans as of the date of review, with exceptions indicated below.*

b. **Do Veterans have quick access to permanent housing?**

*Target: For homeless Veterans placed in PH in last 90 days, excluding exceptions indicated below, the average time from date of identification to date of PH move-in is less than or equal to 90 days.*

c. **Does the community have sufficient permanent housing capacity?**

*Target: In the last 90 days, the total number of homeless Veterans moving into permanent housing is greater than or equal to the total number of newly identified homeless Veterans.*

d. **Is the community committed to Housing First and provides service-intensive transitional housing to Veterans experiencing homelessness only in limited instances?**

*Target: In the last 90 days, the total number of homeless Veterans entering service-intensive transitional housing is less than the total number of newly identified homeless Veterans.*

III. Compliance Reporting (David)

a. Victim Service Providers (VSP)

- i. A meeting was held between DCED, PCADV, and PCCD to ensure that domestic violence providers have the necessary tools to meet compliance standards related to operating a comparable database to HMIS.
- ii. PCCD is working on updating their assessments in the ETO solution.

b. ESG e-cart

- i. New requirements – new reporting method for the annual CAPER submission is programmed in ClientTrack and DCED created an alternative method for VSP programs to report their data until PCCD is up to date and able to produce the

eCart submission. PCCD is hoping to have the eCart export available for the 2016 ESG CAPER.

- ii. Old version of CAPER –DCED continues to use this for the ESG electronic invoicing process to ensure programs are serving and entering participants into HMIS in a timely manner.
  - c. CoC APR's
    - i. HUD e-mail –HUD has yet to release the CoC APR in eSnaps.
- IV. PIT Data Update (David)
- a. The PIT and HIC data has been submitted for 2016.
  - b. Non-HMIS PIT data surveys were entered into HMIS by PSATS. This will help with the de-duplication of persons counted during the PIT. DCED ran one report from HMIS for the sheltered count.
- V. CoC Workplan (David/Brian)
- a. Review Performance Measures – Suggestions were made by Joyce Sacco and Leigh Howard to send out the data reports for analysis by the committee and to reconvene on Wednesday May 18<sup>th</sup> at 10:00AM. This will permit an informed discussion about the data for the HUD System Performance measures for the Eastern CoC.
  - b. Monitoring Process Recommendations – DCED is in the process of developing an HMIS compliance monitoring procedure to present to the committee for review and comment prior to submitting to the Eastern CoC Board for approval.
  - c. Increase HMIS Participation – based on the review of the HUD System Performance Measures and the Housing Inventory Count, this item was tabled and will be discussed later once the analysis is complete.
- VI. HUD Technical Assistance – DCED is looking to request additional HUD TA related to HMIS to help with the overall implementation for increased participation among several funding streams.
- a. UPDATE: HMIS was monitored by HUD on May 2<sup>nd</sup> 2016. The monitor did not recommend additional technical assistance.
- VII. Next Meeting
- a. May 18, 2016 (10:00-11:00AM)

Meeting adjourned at 11:22 AM