Data Committee Meeting

Friday, September 30, 2016 -- 2:00 pm to 3:30 pm

Call-In number (If you’re unable to attend in person):

**Dial-in Number:** (515) 739-1020

**Access Code:** 964118

Data Committee: Oversee the Point-In-Time Count, conduct an annual gaps analysis of the homeless needs and services available and coordinate data collection and systems (including HMIS)

* Welcome and Introductions (Call-in) – 2:00pm (5 Minutes)

Attendance: Charlotte Carrillo, Alexis Alexander, Dawn Worley, Samuel Farmer, Kiana Harrison, Jean Griggs, Tamara Gaines, Dr. Violet Ponders (call-in), Anita Posey, Wayne Kennerly, Alex Rogan, Kiah Williamson, John Stoyka, Selwin O’Neal

* Data Committee Meeting Structure – Chair/Co-Chair and Secretary – (5 Minutes) (Selwin/Dawn Worley)

The Data Committee selected Selwin O'Neal and Dawn Worley as the Chair and Co-Chair of the committee. There were no volunteers for the Secretary position, so we decided to keep this position open and discuss at our next meeting in October. The CoC Board will give the final nod of approval.

* HMIS Project Plan – (10 minutes) (Selwin)

The Data Committee was presented with a draft of the HMIS Project Plan and was asked if they had any input as to what could be added to the plan and what they would like to see during the July 2016-June 2017 year. The group didn’t have any additions to the HMIS Project Plan, but would review and bring back any findings before our October meeting.

* New HUD Data Standards - (15 Minutes) (Selwin/Alexis and Kiana)

The new HUD Data Standards are to go into effect starting 10/1/2016. During this meeting, we covered and outlined all of the new HUD Data Standards and agreed to monitor the projects that are affected by the new standards. The HMIS team will monitor the HMIS Assessments in ServicePoint to ensure that they are aligned with the new standards. Also, the HMIS team will generate reports to ensure that all of the new fields are populated. All findings will be presented to the committee at the October 2016 meeting.

* 2016 Annual Homeless Assessment Report (AHAR) – (15 minutes) (Team)

On September 30, the 2016 AHAR year came to a close. We are preparing to complete the report for the year and we started with outlining all tasks that need to be completed with our AHAR timeline. To date, we have been working on data completeness and have historically had problems with shelter data. Tamara Gaines has really helped the shelters to get the data cleaned up and we presented an outstanding data completeness report that highlights all shelter data across the CoC. To our surprise, our data completeness rate was 98% overall. We have never reached this goal with our shelter data in years past. Thanks Tamara for all of your hard work.

* 2017 Point-In-Time (PIT) Count (15 minutes) (Team)

The Data Committee is responsible for leading the Detroit CoC with this year’s 2017 PIT count. John Stoyka of Community and Home Supports along with Charlotte Carrillo of Southwest Counseling Solutions agreed to lead this year’s count. They agreed to form a sub-committee and to meet with Amanda Sternberg who was responsible for last year’s count. The entire data committee team has agreed to help out with this count and to begin planning for the event immediately.

* Bowman HMIS Conference – (5 minutes)

The committee discussed upcoming changes and upgrades to ServicePoint. We discussed the new upgrade to ServicePoint 6.0 and the new reporting tool QlikSense. Also, we discussed the new modules that could possibly benefit our CoC including SyncPoint and the new Billing Module that allows us to bill directly to Medicaid for services.

* CoC Dashboard Report – (5 minutes)

We discussed the fact that we are exiting the last quarter of the AHAR year and will be displaying all of our reports that we discussed at our last meeting on the HAND website. These reports will be accessible by the agencies and by the funders.   
  
Other topics from team members 3:15 (15 minutes) (Team)

The team gave positive feedback about the dashboard reports and found this meeting to be very beneficial.

* Next Meeting - 10/28/2016 2:00 to 3:30pm

The meeting minutes and recording will be uploaded to HAND’s website – Thank you for attending!!!

Attachment:

AHAR Project Schedule

Recording

Attendance sign-in sheet

Data Committee Overview

New Data Standards Overview document

AHAR – shelter data completeness report

PIT Count overview