

Performance Committee

Meeting Minutes

April 19, 2016-9:30am

Sisters of Charity Foundation

MEMBER ATTENDANCE		MEMBER ATTENDANCE		MEMBER ATTENDANCE	
Megan Aksterowicz	X	Jennifer Keaton	X	Beth Pearson	
Stephanie Ascani	X	Amy Krebs		Shellie Thomas	
Renee Biggums		Beverly Lewis		Jean Van Ness	X
Michele Boone		Natalie McCleskey	X	Carla Wright	X
Kimberly Douce		Shannon McMahon Williams	X	Duane Wykoff	X
Maria Heege		Lisa Miller			

AGENDA/ITEM	MOTION/ACTION	DISCUSSION/COMMENTS
Welcome and Call to Order	Jean Van Ness, 9:38am	
Previous Minutes Approval	Motion to approve March 15, 2016 minutes as amended: Jennifer Keaton Second: Duane Wykoff Motion Approved	<ul style="list-style-type: none"> Jean Van Ness added to who was present. Change last sentence of first page to read: "There was...ESG funds to be used for rapid rehousing, emergency shelter, homeless prevention, and funding for HMIS expenses." Speaker needs corrected on first sentence of second page from Ms. McCleskey to Jean Van Ness.
System Performance Measures		<ul style="list-style-type: none"> Natalie McCleskey provided handouts for the group (see attached) HUD is moving towards the System Performance Measures when assessing CoCs for funding moving forward CoC should become familiar with HUD's recommendations, including: Discuss the measures and specifications with the Board, work with HMIS lead to establish plan for measures (Jennifer needs to confirm that the software provider aligns with the specifications), review and test preliminary outputs. (see System Performance Measures introductory guide page 5). Jennifer Keaton has scheduled individual agency meetings for April 28th to go over their data, missing things, quality issues, timeliness, what is expected and what it means for each of their projects. At these meetings she will ask for potential solutions of how to make this data entry easier.

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		<p>These meetings are a notice that their data will be looked at, and show any issues. After these meetings she can follow up in a week with a phone call to see what new thoughts/solutions/issues have come up.</p> <ul style="list-style-type: none">• The agencies will most likely not be prepared to do a test run of their data by next month. There is a burden with the reporting, but expected to be short term. Need to see what will alleviate that burden in the short term. Should set a date for this year of when to look at preliminary outcomes.• For the next month's meeting, look to assess the agencies' issues and progress (as reported at their meetings with Jennifer) then the group can set a target date for collecting preliminary outcomes.
Target Measures/Data Review		<ul style="list-style-type: none">• The group reviewed handouts for the Baseline Data and Target Measures• Performance Measure #1's benchmark is to reduce the amount of time clients spend homeless. In HCCSC's RRH programs, there is currently an issue with the way program entry date is reported. The issue is being resolved.• The number of first time homeless (measure #5) is now being measured differently and would need to be run as a separate report (see pg. 3 of 2016 Target Measures by Project Type). According to the specifications, a client is considered "first time homeless" if s/he has no prior entries into ES, SH, TH, or PH <i>within the past 24 months</i>. Technically, someone who is chronically homeless could be recorded as newly homeless in these guidelines.• All project types with (highlighted) changes are recorded on 2015 Target Measures by Project Type handout (pg. 1) and 2016 Target Measures by Project Type handout (pgs. 1-4). Our 2015 recommendations were created before HUD released the specifications; we will need to amend our reports and recommendations to align with HUD in 2016 (see 2016 Target Measures by Project Type). The homeless prevention will also need to be removed, it is not included in HUD. HUD wants street outreach calculations added as well, which will probably be a small amount of data.

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		<p>HUD System Performance measures do not require mainstream benefits reporting (highlighted in blue); will still run it because it's built into the report in case they still ask for it on the application.</p> <ul style="list-style-type: none">• HUD System Performance Measures Targets handout shows breakdown of targets by fiscal year.• Based on last year's application, HUD was moving towards wanting feedback on what we're doing about numbers for first time homeless.• Street Outreach programs do not have to be just for literally homeless or chronically homeless; which is a reporting issue if the literally homeless people cannot be pulled out (for measure #7). Natalie McCleskey will look for HUD answers on reporting for this measure and ask for follow up clarification.• For measure #1, the Homeless Hotline only asks where a person stayed last night and how long they were there – not whether they had previous episodes. Jennifer Keaton will get clarification for how to measure length of time on street. Should have a discussion about how we're measuring length of time homeless, when to record the entry date of housing/shelter (in particular, RRH) because it will affect numbers compared to other CoC systems.• There are three benchmarks in "Rapid Rehousing Performance Benchmarks and Program Standards" document (starting on pg. 2) that align with HMIS data standards, which should replace our current goals.• Agreement to rerun the 2015 baseline data in TERA the way the 2013-2014 numbers were run and then add minor reasonable changes later in another report. Jennifer Keaton will ask how long those changes would take and when the group could have data.
PIT Numbers		<ul style="list-style-type: none">• There were no minor children on the streets, which is a first• The emergency shelter number is much larger than last year. There were 18 in motels last year and the same this year, with additional 4 in

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		<p>domestic violence. Last year shelters had an issue with operating at full capacity, this year it was better managed.</p> <ul style="list-style-type: none">• Transitional Housing is much lower than last year.• PSH stayed about the same despite the loss of HAP beds, which is a housing assistance program that was meant as a bridge for section 8.• RRH number has gotten much larger.• Lowest total number since 2010.• Imminent risk numbers are higher and growing.• PIT reports are due to HUD in May and will have those for next month's meeting.
Adjournment	Meeting Adjourned at 11:38am	<ul style="list-style-type: none">• Shelter discussion will be moved to next month's agenda in the interest of time.