**Data Committee – CoC Workgroup Minutes**

March 1st, 10am CST

GoToMeeting

1. **Members Present**:

Meredith McCoy, Jeremy Schmidt, Erin Evosovich, Lori Hallas, Erika Trawitzki, Kris Anderson, Sandra Reeves, Jennifer Henry, Jesse Dirkman

1. **QAPR**

All quarter 4 reviews have been completed, and Jesse will send out the reviews to agencies by the end of the week.

The next QAPR (Quarter 1 - due April 15th) will have an additional requirement. Projects will need to run the “Annual Assessments” report located in the Data Quality and Completeness Reports folder in ART. The data in this report will be used, in part, to determine whether clients meet the “Data Quality” standard.

Domestic Violence providers, as they do not use ServicePoint, will be asked to answer a few questions:

* What software do you use?
* Does your software allow you to complete an annual review?
* How many of your clients have been enrolled for 365 days or longer?
  + How many have had an annual review?
  + How many have not?

1. **New APR**

HUD (and Bowman Systems) will be releasing the new APR as soon as it is coded in e-SNAPS. We were initially told that this would happen in October 2015, and we have received no further guidance.

As a committee, our current plan is to unveil our “on-demand review” tool with the release of the new HUD APR. If the report has not been released by mid-late 2016, we may reconsider.

We looked at the [HMIS Programming Specifications](https://www.hudexchange.info/resources/documents/HMIS-Programming-Specifications.pdf) for the new APR and discussed the increase in length. Our current plan will be to have agencies input the ENTIRE new APR, at least for the first quarter. If it is too burdensome (or deemed unnecessary), we may shorten the review at a later date.

We also discussed changes in the way that the APR looks at income increases. Stayers less than 1 year are not counted in the new APR. Some projects do look at client income changes at the 3 and 6 month marks. In general, the committee felt that if HUD is only looking at income increase for year-stayers and leavers, it makes sense for us to change our standards as well to reflect this change.

Jesse will bring this change to the board (to talk about the scoring tool) and explore new reporting options for changes in client income.

1. **System Performance Measures**

At the February Balance of State meeting, the Data Committee unveiled our Housing Pledge. Thanks to Lisa and Lori for the awesome design work! The CoC committed to housing 147 people from the top of our priority lists by the end of 2016. To date, Ozaukee has committed to housing 2 clients and Southwest has committed to housing 5 clients.

Jesse showed the committee an interactive map that she has been working on for System Performance Measures. We will work to make this live on either the Balance of State or ICA websites. Once it is live, the committee will provide feedback to improve the layout/info/design.

Our next task will be exploring System Performance Measures and transitional housing. It seems like the measures are stacked against TH projects, so we want to explore how we can work together to improve performance. Jesse will put together a survey for TH providers to learn more about how they operate and which measures will be hardest to meet. She will bring the survey to TH employees on this committee for feedback before sending it out to all TH providers in the CoC. Sandra, Lori, and Jeremy discussed leasing and their TH projects. After we get survey results, we will decide how to proceed. (Maybe a brainstorming session with TH providers?)

1. **Training Topics for Future BOS Meetings**

The committee discussed some ideas to bring to the Board of Directors for future training topics:

* + Child support – how to increase
    - How to get child support started for a new parent
  + Someone from SSA
    - What’s the process?
    - Why does it takes so long?
    - Priority for people who are homeless
    - How is SSDI determined?
    - SOAR
  + How to increase non-cash benefits

Our next meeting will be April 5, 2016