**HMIS/PIT Committee – CoC Workgroup Minutes**

June 2nd, 10am-11am CST

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1. **Members Present**: Jesse Dirkman, Lisa Haen, Carrie Poser, Jennifer Allen, Kristen Wallance, Leigh Polodna, Letica Castillo, Erin Evosevich, Cara Rohrer, Lori Hallis, Kristin Anderson, Becki Schillinger, Meredith McCoy
2. **CoC Workgroup**
	1. Purpose and Responsibilities
		1. Develop and oversee the processes for measuring performance of CoC funded projects and all programs using HMIS
		2. Quarterly APR data collection and review, analysis as to what the APR is telling us,
		3. System performance measures – how can we increase/improve the measures to help programs end homelessness.
3. **QAPR (Quarterly APRs)**
	1. **Quarter 1 reviews**:
		1. Carrie has all of the Quarter 1 APR’s January 2015-March 31, 2015 that she will forward to Jesse.
		2. The APR submission that was due on January 15th for Quarterly APR January 2014 to December 2014 was the first time that the COC workgroup assisted with entering data into the google document. Carrie provided instructions and any needed assistance with data entry.
		3. Jesse showed us the Google document and asked for feedback. Members indicated that it was an easy process, that was well laid out and a good learning process. Lisa expressed an initial concern about making a mistake and thought it would be wise for someone to double check the data entry.
		4. Agencies were not allowed to enter data for their own program or programs within their CoC.
		5. Discussed a deadline for providing agencies with feedback regarding the APR:
			1. Quarterly APR’s are due by the 15th of the month following the end of each quarter. It was suggested that we should be ready to give feedback by the end of the following month so agencies have time to make any needed changes.
			2. By the end of the day Thursday – June 4th Jesse will send out assignments and the instructions for people to enter data into Google docs by June 19th.
		6. The COC workgroup was responsible for the approving the letter, Carrie was responsible for filing in the template with the issues for each agency and sent the letter and the template with the results to each agency.
		7. We will look at the template for feedback and the letter at the next meeting to see if we want to make any changes.
4. **System Performance Measures**
	1. **Brief overview:** It is important to have a basic understanding of what the system performance measures are. Are we ending homelessness? - we can begin to determine this by looking at the HUD System Performance Measures that were released in May 2015 as follows:
		1. Length of time a person remains homeless: Reduce the average and median length of time persons remain homeless
		2. The extent to which persons who exit homelessness to permanent housing destinations return to homelessness – 6 to 12 month and 2 years: Reduce the percent of people who return to homelessness
		3. Number of Homeless People: Reduction in the number of people who are homeless
		4. Employment and income growth for homeless people in COC program-funded projects: Increase in the percent of adults who gain or increase employment or non-employment cash income over time.
		5. Number of person who became homeless for the first time: Reduce the number of people who become homeless for the first time.
		6. References Category 3 of HUD Definition of Homelessness – Skip because the BOSCOC has not been approved by HUD to serve this category
		7. Successful placement from street outreach: Increase in the percent of people who exit to an ES, TH or permanent destination
		8. Successful placement in or retention of permanent housing: Increase in the percent of people who exit to or retain permanent housing.
	2. **Discussion:**

These are new performance measures from HUD recently published in May 2015. The committee should consider looking at the measures for the last year to obtain a baseline then determine where we think we should be (set goals for each performance measure) – make recommendations to the board. If we are preforming poorly on a performance measure then we can suggest training in that particular area.

Carrie clarified that we are responsible for all performance areas and we need to keep in mind that these performance measures will be looked at by HUD – The entire system regardless of funding means that all programs in HMIS needs to meet these performance measures.

The committee will need to come up with project level performance measures – we currently have this established but it will need to evolve. An emphasis will be placed on determining how a project works in a community and whether or not that program is helping to end homelessness.

The COC Work Group will play a bigger role in the process of overall system performance.

HUD is recommending communities look at performance measures sooner rather than later so we can begin working towards any needed enhancements.

Performance measures will eventually have a direct correlation with the COC Collaborative application scoring.

* 1. **Our Role:**
		1. Jesse proposed to send out the HUD System Performance Measure Guide to get a good sense of what the performance measures are and think about:
			1. Why does HUD choose these measures?
			2. Why is this a good measure to ending homeless?
		2. Then when we meet again we should be prepared to prioritize what measures are the most important.
		3. Jesse will have preliminary reports that will show us what the data for performance measures look like for the last year.

1. **Next Meeting: July 7th 10:00 am.**

**\*** **If you cannot make the meeting please email Jesse.**