**MUSKEGON COUNTY HOMELESS CONTINUUM OF CARE Data Sub Committee–**

**MINUTES**

**March 1, 2018**

**10:00- 11:00 AM**

**Family Promise**

**Attending**: Miranda Broadbent HMIS, Deb Ballard; Health West, , Caitlin Maclaren; EWP, Marian McDermed; Family Promise

# Call to Order and Introductions

Miranda called the meeting to order at 10:05 Am. The attendance sheet was distributed and introductions were made.

**Minutes Approval**

No minutes were reviewed.

**New Business**

* All data has been entered in to the PIT bins. Homeless counts were confirmed with the shelters. Miranda is waiting on HDX to open so she can upload the information from HMIS. With the recent changes to the HUD guidance on PIT count we have seen and increase in the unsheltered homeless count. It was advised by HUD to count people in the RRH program who have not obtained a unit should be counted, this along with the service-based count has made a significant increase to those counts.
* MSHDA outcomes report was distributed. All measurements were meeting benchmarks except the return to homelessness. Conversations were had on how this measurement can be increased. Case management needs to increase with in the employment piece. We would like to see more engagement with employment agencies.
* Quarterly Dashboard was distributed. Since the grade Quality was a measurement we were tracking to improve data quality the report card is no longer available to run since the data standard changes. It was advised that the APR can be ran to clean up data errors. Although Miranda has been emailing the agencies with any data errors to run a report for this measurement is not available at this time.
* Future meeting Schedule: this was tabled till next meeting due to lack of attendance.
* Miranda will be emailing you to get the current bed and unit inventory. She will also need updated funding information as well to update HMIS.
* Miranda reported the changes that you may see in the assessment in HMIS. The color coding was used in the past, but was creating more confusion. Now all questions are in black and instructions are in green. This change took effect on January 1st 2018.
* Coverage exercises are now being conducted for IJ”S. Muskegon had a coverage rate of 95%. The Data committee feels that there have been no significant changes to the HMIS reporting agencies and the homeless counts have remained relatively stable. There is no reason to re do the coverage exercise and are satisfied with the 95% coverage rate.
* Table was opened for questions or comments. None were reported.
* Adjournment

The meeting was adjourned at 10:50 am.