



## DATA ANALYSIS MEETING MINUTES

February 15, 2018

1:30-3:00 PM

Chairperson:	Lee Nelson-Weber		
Meeting Attendees:	Lee Nelson-Weber, Denny Sturtevent, Cheryl Schuch, Wende Randall, Laurie Craft, Julie Cnossen, Angela Gillisse, Jessica Vail, Rebecca Rynbrandt, Vera Beech, Christina Soulard, Johanna Schulte, Matthew VanZetten, Erin Crison		
Time Convened:	1:30 pm	Time Adjourned:	2:55 pm

<b>Approval of Minutes</b>		
Motion by:		Support from:
Discussion	Lee checked in about K-Connect metric and Wende confirmed that K-Connect understood the submitted metric.	
Amendments	None	
Conclusion	Approved by consensus	
<b>Coordinated Entry Quarterly Report</b>		<b>Christina Soulard</b>
Discussion		
<p>Christina shared the Coordinated Entry report for 2017 Q4. She explained that this report is dynamic. She spoke briefly about the process of removing clients from the Housing Priority List (HPL). Client will be removed once they are referred to a PH project or if HAP has made 3 attempts over 90 days to contact the client for follow up with no success. This was approved at Coordinated Assessment in 2016. Mathew asked to have prior quarter data available on next report</p>		
<b>Tableau Presentation of SPM 1,2 and 7</b>		<b>Angela Gillisse</b>
Discussion		
<p>Angela presented Tableau dashboards for SPM measures 1, 2 and 7. There was consensus that this was a helpful view with some revisions to titles. There was agreement that Angela would build out the dashboards to display dynamic capabilities with project level and demographic details.</p> <p>Angela shared information about benchmarking our SPM's and that this is a requirement on our HUD CoC application. There were several questions about defining what a benchmark is and who should be responsible for identifying benchmarks. Lee suggested a small group get together to work on this but later retracted this suggestion. It was decided that Coalition staff would recommend benchmarks and the committee would review at the next meeting. There was additional discussion about benchmarking against other communities of similar size and if strategic planning had a voice in this conversation.</p> <p>Angela asked that any additional requests for data to be added into dashboards be sent to her by the following Friday.</p>		
<b>Public Statement About System Data</b>		<b>Lee Nelson-Weber</b>
Discussion		
Mathew shared desire to look into open source data and data warehousing.		



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This item was tabled as there were questions about whose responsibility it would be to make recommendations.

Lee recommended that we produce a statement about our systems data by June 2018. The group will continue this conversation to build out this statement.

Action Items	Person Responsible	Deadline
Add project level detail to Dashboard SPM 1	Angela	3/15/18
<b>Adjourn</b>		
2:55pm		