



Data Analysis MEETING MINUTES

August 16, 2018

2:30-4:00pm

Facilitator:	Wende		
Meeting Attendees:	Becky, John, Nancy, Deanna, Dennis, Johanna		
	Staff: Wende, Sierra, Kyle		
Time Convened:	2:30 pm	Time Adjourned:	4:00pm

Approval of Agenda		August 16, 2016	
Motion by:		Support from:	
Discussion	Put CE Quarterly report document between agenda items two and three		
Amendments	None		
Conclusion	Motion Passed		
Update on HMIS/ Data Analysis Calendar		Wende	
Discussion			
<p>Wende presented a document. It is still in draft form. As each of the three groups (HMIS Users, Data Quality and Data Analysis) meet, they should be talking about things relevant to current issues and upcoming deadlines. Nancy would like to change "data scrubbing" to "data verification." Dennis asked if this calendar is based on actual dates like Funding Review. Wende indicated that all actual timeframes will be verified and the order of information will be formatted to show the flow of information, reviews and effort across the groups in the order that the work should occur. Sierra will be working on updates over the next several months.</p>			
Conclusions			
More work to be done on the document			
Action Items		Person Responsible	Deadline
Sierra to review the document with HMIS Users and Data Quality groups		Sierra	By September meetings
Revised document will be reviewed by Data Analysis again in an upcoming meeting		Sierra and Wende	By October meeting
Coordinated Entry Document		Nancy	
Discussion			
Reviewed quarterly updates			
Conclusions			
Action Items		Person Responsible	Deadline
Updates to Data presentation on CoC Website		Wende	
Discussion			



Data Analysis MEETING MINUTES

August 16, 2018

2:30-4:00pm

Wende and Sierra presented the updated data for the CoC website. The updates will not be made public until edits are made and the full set is presented to Steering. Wende wants this to reflect the PIT and HIC, and other important data, but also be relevant for sharing community-wide. This is intended to be an expansive document. Dennis reminds the group that this is a CoC committee and wants to make sure this is in line with Steering if this is trying to take on a more community-wide scope. Nancy wants language to be more inclusive to form this community-wide issue. Wende would appreciate any edits to this document to be sent to her or Sierra.

Conclusions

More work to be done on the document

Action Items	Person Responsible	Deadline
Sierra will take the document to Data Quality for their additional input	Sierra	August Data Quality meeting
Revisions will be reviewed by Data Quality again in an upcoming meeting	Sierra and Wende	By October meeting