



DATA ANALYSIS MEETING MEETING MINUTES

March 21, 2019

1:30-3:00

Facilitator:	Lee Nelson Weber		
Meeting Attendees:	Lee Nelson Weber, Rebecca Rynbrandt, Johanna Schulte, Deanna Rolffs, Vera Beech, Rich Arndt, John Wynbeek, Veronica Arvizu, Courtney Myers-Keaton, Sierra Salaam, Wende Randall (late), Brianne Czyzio		
Time Convened:	1:33	Time Adjourned:	2:55

Review of Agenda		March 21, 2019	
Discussion	Add - Next Steps: which data will be looked at next month?		
Approval of Minutes		February 21, 2019	
Motion by:	Johanna	Support from:	Deanna
Discussion			
Amendments			
Conclusion	All in favor by acclamation with no dissent		
Election Results			
Discussion			
Elections occurred via email between the previous meetings, the results are: Chair: Lee Nelson Weber Vice Chair: Johanna Schulte Secretary: Jennifer Headrick			
Action Items		Person Responsible	Deadline
Introduction to Basecamp			
Discussion			
Basecamp is a collaboration platform that this group will use for data sharing. This will help facilitate discussion outside of meetings so committee members can review data ahead of time and ask questions to help them digest the data. A few features: you can 'ping/tag' people to contact them directly. Email forwards: if there is an email that everyone should see, you can easily forward emails directly to the board by copying and pasting the link. Docs & Files: Data files, agendas, and minutes will be uploaded to this section of the page. Each month, CoC staff will send an email when data is available, and a thread will be created on the message board for questions and comments. Link to join the Data Analysis Team: https://3.basecamp.com/4184799/join/DJvABS41fhaK			
Action Items		Person Responsible	Deadline
Login to basecamp using above link		All	
PIT Count			
Discussion			
Observations:			
<ul style="list-style-type: none"> - Families with children: up 15% over 4 years. - Emergency shelter and transitional housing numbers are up 30-35% - Chronic singles number is up 94%, nearly double. Does this reflect the limited nature of the system? Perhaps this is because the community has been focusing on other populations. 			



DATA ANALYSIS MEETING MEETING MINUTES

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- 5.88% growth for Kent County in 2016. How much are increases modulated because of the increase in population?
- Big shift from individuals in category 2 to individual in category 1 from 2015-2017.
- The unsheltered number has decreased greatly. It was very cold the night of PIT count. Outreach teams had been working to make sure that people were brought into shelter. This could contribute to the decrease.

This is a snapshot of homelessness in the community (not just HUD funded programs). If there was a better understanding of how the count happens, it would be easier to say how accurate of a measure this count is. The group should to consider how to respond to the differences between urban and rural numbers. Most services are concentrated in the urban core, so individuals tend to come to the city to access service. Jim Talen had organized a robust team of volunteers and information gathering for the 2018 PIT count, this is a potential resource.

How should this data influence and inform policy, educational system, law enforcement, etc.? There have been requests from the public for annual count data, but there is no current narrative around PIT count. Communications should include background, why does PIT count happen, what is the process, why is this process used. In the past, it seems that the CoC had not released any information around PIT count so when the information was publicly released others were able to tell the story. It would be great to get ahead of the release so the CoC can control the message. PIT count numbers are sent to HUD, and eventually will be public. The data is finalized in June. Sierra can provide this information on the questions that need to be answered in the submission to HUD. This will help provide context around the count.

Action Items	Person Responsible	Deadline
Provide questions for the PIT submission	Sierra	

Annual Count	
Discussion	

Observations:

- 30% increase in chronically homeless individuals in 2017 to 2018. The 30% increase is not as big when compared with the 20% increase in the overall count. Since 2013, there has been an increase each year.

MCAH requested a meeting to discuss the annual count numbers as the number of category 1 individuals has been increasing over the past few years. Of category 1 individuals in 2018, 3,417 were screened at HAP but were not connected to other projects in the community. There are a few factors that could influence this. If an individual has a VI-SPDAT score of less than 6, they will not be placed on a waiting list. Some periods of homelessness are brief, so people do not call back for a resource. MCAH suggested having some way to increase data quality for category 1 homelessness and is continuing conversations with CoC's across the state before they make recommendations. In the meantime, there will be some internal conversations around how to track people who are waiting for availability, leaving the system, etc.



DATA ANALYSIS MEETING MEETING MINUTES

March 21, 2019

1:30-3:00

Changes in the screening tool may have led to more people being counted as category 1. Current understanding (seen in referrals) is that people who are doubled up are now being categorized as literally homeless. The group would like to know what the screening tool is, when it changed, and how that was communicated. It would be helpful to know what definitions were used in 2015, 2016, 2017, 2018. Rich will supply definitions that were used at HAP for the past 4 years. This will be a summary of what changes occurred and when have they occurred. It will also include what has changed over the past 3 to 4 years with the initial interaction with clients. There was a change in asking people where they slept the night before versus where they will be sleeping that night. Perhaps this change has not been tracked in HMIS properly. The coordinated entry system is expected to use HUD definition of homelessness. Data Quality committee can confirm what definition is being used. This may need to be brought to Steering. Data Analysis committee reiterated that it is critical the correct definitions are used throughout the coordinated entry system.

It would be difficult to go back and clean up the data if the incorrect definition was used in 2018. Prioritization in the system changes if people are being screened into the incorrect category. This could mean that people are not receiving resources that they could have utilized if they are categorized incorrectly. And, if HUD goes back and does an audit and agencies have gotten incorrect referrals, this could cause problems with compliance.

Changes in data quality can impact how these numbers should be framed. More data is being collected now than in the past. Much of the change may be attributed to changes in data quality. Increases with ESP funding requirements led to increases in numbers because more people were being tracked. In addition, there were increases to the inventory, so more people were able to utilize services throughout the year. A lot of questions are related to data quality. Unless those more foundational questions are answered it is hard for this group to develop messaging. Questions can be put on basecamp. Tag Daniel and/or Sierra who will be able to answer the questions.

Messaging:

This committee will start considering how to frame the CoC's messaging about homeless count numbers and their increase. For the general public, there seems to be a lack of understanding of who is being served by the system, and what the issues are. One strategy for messaging may be getting the data down to the week or night level as it is more intimate. The goal is for this group is to develop the context around the numbers with supporting data points from the community.

Racial Equity Tool:

There are some data points around racialized outcomes. 60% of people in families who identify as homeless are black. This significant gap is a talking point around what is happening in the community. Community Rebuilders has encouraged organizations to do this analysis on who they are serving, and then looking at how this compares to the population. This opens the possibility of looking at who is being served, by program type, and what the outcomes are 6 months, to a year, to 2 years.

Action Items	Person Responsible	Deadline
Compile definitions that were used at HAP for 2015-18	Richard	
List questions around data definitions on Basecamp	All	



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Next Steps		
Discussion		
<p>Data that will be reviewed at April's meeting:</p> <ul style="list-style-type: none"> - Annual count context for changes at HAP - PIT narrative - Racial Equity data - MSHDA ESG Pay for Performance Measures <p><i>Meeting time change:</i> there has been some discussion around this in the past. Everyone in attendance indicated that meeting at 1pm would work for them. Future Data Analysis meeting will go from 1:00-2:30. Brianne will send out updated meeting invitations.</p>		
Action Items	Person Responsible	Deadline
Compile above data for April's meeting	CoC staff	April 4
Update meeting invitations	CoC staff	
Adjournment		
John motioned to adjourn. All in favor by acclamation with no dissent.		