



DATA ANALYSIS MEETING MEETING MINUTES

November 21, 2019

1:00-2:30

Facilitator:	Johanna Schulte, Lee Nelson Weber		
Meeting Attendees:	Alonda Trammell, Johanna Schulte, Cheryl Schuch, Denny Sturtevant, John Wynbeek, Becky Rynbrandt, Lee Nelson Weber(late), Courtney Myers-Keaton, Brianne Czyzio Robach, Daniel Gore (phone)		
Time Convened:	1:04	Time Adjourned:	2:35

Review of Agenda		November 21, 2019	
Discussion			
Approval of Minutes		October 17, 2019	
Motion by:		Support from:	
Discussion			
Amendments			
Conclusion	No quorum, not approved		
Stella Overview			
Discussion			
<p>Steering Council approved access to Stella for 3 months and are in the process of developing a Data Access policy. Members agreed that access should be available for all CoC members as this data is publicly available and funded. Courtney provided a brief overview of the tool. The tool has the functionalist to create an action plan, strategy, or insight. Becky suggested that this functionality can be used in developing a new strategic plan.</p> <p>Johanna asked if data on those who are do not receive services. Cheryl noted that HAP creates an HMIS record, but no service is performed, so you should be able to pull non-referred entities. Courtney will ask Daniel if there is a way to pull this when updating the report. This ties into the Coordinated Entry (CE) report. Members noted that the CE report has been a different format each time. A standardized page in a dashboard would show the need in the county.</p>			
Action Items	Person Responsible	Deadline	
Explore whether there is a way to track those who do not receive services	Daniel Gore		
Dashboard Overview			
Discussion			
<p>The group review the updated version of the dashboard and provided feedback.</p> <p><u>Requested Changes:</u></p> <ul style="list-style-type: none"> - Can time be broken out quarterly and yearly? Daniel will explore this functionality. - "Households Experiencing Homelessness" Cheryl indicated that this is the number of persons receiving services not those who cannot access the system. Change this to "Households Served by Homeless System" or something similar. - Change to "Kent County Dashboard" to encompass the entire service area. - Partner Organizations are those partnering through HMIS, not all CoC partners. Change to "Data contributing organizations" 			



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Daniel asked whether the participant engagement tab captures too much information. Members agreed that it does not. Cheryl noted that CE is not a great descriptor if it captures Diversion projects as well. She asked to separate Diversion and CE project types. Daniel noted that project types are categories defined by HUD. Daniel can manually extract raw data and make this change outside of HMIS before uploading to the dashboard. For HUD, the CE project type refers to access, assessment, referral, and placement. Members noted that using the terminology CE is confusing as the community has a centralized intake model. In addition, the labelling is important as the dashboard ties into philanthropic conversations. Daniel indicated that it is up to the community to decide whether activities are considered part of CE, if not activities can be designated as a Service Only project. Courtney noted that Outreach as Salvation army may not be tracked through HMIS, she suggested this as a topic for future conversation.

Courtney and Daniel will work on language. Please send additional feedback to Daniel.

Action Items	Person Responsible	Deadline
Wordsmith dashboard headers	Courtney and Daniel	

CoC Program Competition Responsibilities

Discussion

There are certain responsibilities in the program competition that are delegated to the Data Analysis Committee. Courtney asked the group review whether responsibilities reflect the goals of the committee and suggest reassignment if necessary.

1. Using DV (HMIS comparable) database data to assess the special needs of those experiencing domestic violence, dating violence, sexual assault, and stalking

Courtney indicated that there is not a separate database that is HMIS comparable, though this data can be requested from agencies. This could be added to a dashboard as well. Cheryl noted that there is a large crossover of resource connection between systems. This committee should regularly see this data to ensure there is flow between systems. Members agreed that this should go back to Steering with a recommendation for a process for reporting and review.

2. Identifying trends and barriers that contribute to first-time homelessness AND

3. Identifying trends and barriers related to returns to homelessness

Members agreed that it is the role of Data Analysis to identify trends. There was discussion around the committee's role in identifying barriers. For the application, it is important to capture this step even if it is assigned to a different committee or group. Members indicated that there has been a focus on data quality as compared to analysis recently, it is important to get to the analysis piece. This includes researching macro trends and other community data points (trends in housing, vacancies, ALICE data, others to explore trends). Becky indicated that it would be important for the committee to take the next step to encourage and inform partners and funders to align programs and services. Cheryl noted that this should be presented as data from the whole CoC which ties into the need to



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marketing. There was conversation around how feedback from clients could be pulled into the system. It would be helpful to decide on a standardized process to move forward.

Denny noted that it would be important to look at the framework for Data Analysis to decide the strategies that could be employed. Through group members do not have a background in data analysis, members can ask questions and interpret the data, though results will be the opinion of the committee. Courtney indicated that if this is done from a committee perspective, it would give it more buy-in to push the work forward. Lee noted that there is excellent research on macro-level trends. A local framework and strategy could explore whether community data matches the macro level and strategies for moving forward.

The first step would be identifying a few factors to review using system and experiential data, recognizing that more factors can be added later. If the committee is starting to see trends, they could be shared with the ask for CoC agencies to help identify potential causes. If the committee developed a calendar, questions could be shared regularly with CoC membership and Data Analysis could review feedback. This would increase credibility and trust over time. The next steps would be to compile national and local data. Lee suggested developing a strategy for the data points that the group would like to share and compare this with a calendar of data the committee wants to review.

There was conversation around how program evaluation fits into Data Analysis's role. This may be a future goal after the group establishes credibility. Currently, there is not much accountability around use of funding aside from some HUD reports. There may be connection with Funding Review Committee as the system evolves.

Racial disparities will likely be at the forefront of the KConnect work. Exploring broad causes will reveal issues that need to be addressed on a policy level. Lee noted that the community does not look at housing as a justice issue so reports from this committee should be focused on justice.

These responsibilities will remain with Data Analysis with updates to the language.

- 4. Monitor the rehousing of families w/ children within 30 days of becoming homeless*
- 5. Identifying need for youth programs using HMIS and VoYC data*

This item is an ask for strategy to ensure that families with children are rehoused within 30 days. The committee and community have been monitoring this but could improve on strategies to ensure families receive housing. Courtney noted that this may into prioritization in the CE system. Item 5 is similar to 4 and focuses on youth.

6. Racial Disparity Assessment

Drawback is that are not looking at racial disparities in outcomes as well as those coming into the system. There is a page on racial disparities in the MCAH 2018 annual report. Denny noted that this



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issue is a concern across the state and country. He noted that the committee may be able to piggyback on efforts across the state. This should be added a calendar to review regularly.		
Action Items	Person Responsible	Deadline
Draft calendar of Data Analysis reports to review.	Lee and Courtney	
Bring item 1 to Steering Council with a recommendation to review the process for DV reporting		
Redraft language for items 2 and 3		
Preparations for Steering Council Meeting		
Discussion		
Courtney and Lee can talk off-line about developing a 15 to 20 minute presentation (including time for questions) that will include the dashboard, process and goal moving forward. The presentation can include an ask for data points to review going forward from options of regularly reviewed topics.		
Action Items	Person Responsible	Deadline
Agency Updates		
Discussion		
Dwelling Place just received final funding to implement the FUSE project in Heartside. This project has tremendous support from local service agencies (police, fire, health systems, housing agencies, others). The goal is to bring a national model to Heartside to create a wraparound plan for the top 50 users. This will likely combine with a grant through network180. In addition, the Medicaid waiver approved by the state for tenancy services for the state.		
Courtney and Lee will be meeting with DGRI staff around data visualization.		