**DATA ANALYSIS MEETING**
**MEETING MINUTES**
February 11, 2020
2:00-3:30

| Facilitator: | Lee Nelson Weber | | |
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| Meeting Attendees: | Lee Nelson Weber, Denny Sturtevant, John Wynbeek, Alonda Trammell, Jenn Headrick, Cheryl Schuch, Alyssa Anten, Mercedes Brown<br>Staff: Courtney Myers-Keaton, Brianne Czyzio Robach | | |
| Time Convened: | 2:03 | Time Adjourned: | |

| Review of Agenda | |
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| Discussion | |
| Amendments | |

| Approval of Minutes | | January 14th, 2021 | |
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| Motion by: | Cheryl Schuch | Second: | Denny Sturtevant |
| Discussion | None | | |
| Amendments | | | |
| Conclusion | All in favor, motion passes. | | |

| System Performance Measures | |
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| Discussion | |

Measure 1:
Over 2 fiscal year, the number of individuals rose, but dropped in FY2020 compared for FY2019. Cheryl suggested looking into the numbers from programs year over year to highlight changes in populations. She shared that capacity for families was limited in summer 2019, and then was full in the winter of 2019. There have been anecdotal reports that COVID-19 has likely led to lower numbers of singles in shelter.

The average length of time has not increase drastically since FY2018. However, when looking at dashboard, there were significant changes quarter to quarter in CY2020 with a significant drop in Q1 and significant increase in Q2. Without historical data on the dashboard, it is hard to tell if a Q1 dip and Q2 increase is a typical rhythm. For families, a drop in LOT in Q1 was likely due to a lack of capacity and prioritization of families leaving Fulton Manor. When shifted model to accommodate more families, start seeing increases. For adults, there is decrease in LOT after quarter 2 which aligns with a decrease in individuals staying in shelter and increase in encampments. Q4 encompasses Monroe project downtown. Cheryl asked if false lengths of stay are occurring in Q1 as families were moving between shelter projects. Daniel has indicated that this shouldn't impact length of time; staff will confirm.

Dashboard questions:
- Could data be added prior to Q4 2018 to see trends over years and to understand rhythm.
- Can we include the actual number (as well as precent) when hovering over data
- Also, annual comparison as compared to quarterly.

Measure 3.1:
PIT Count numbers increased year over year. 2018 was warm and 2019 was the polar vortex. This past January PIT count had different methodology as the unsheltered count was observation-based. Rough

numbers from the January 2021 PIT Count are between 70-80 individuals. Wonder how clearing of encampment impacted numbers as there was around 160 individuals staying outside in the City of Grand Rapids in September. This could be a real or perceived decrease – some could have gone into overflow shelter due to colder temps and/or could have moved further away so they were not displaced again.

Measure 3.2
Change in annual counts seems similar to what was discussed with measure 1 with an increase in 2019 and overall, with a decrease in 2020. Cheryl shared that an increase in LOT and decrease in numbers, likely indicates that people were staying in beds for longer and flow is decreased. In 2019 MTM served 4425 total, this may be different due to the timing on the fiscal year versus the calendar year. Staff to ask MTM to run an internal report for FY2019 and FY2020 to compare with SPMs.

Disaggregated Data – staff will ask Daniel if it is possible to provide disaggregated data for SPMs.

| Action Items | Person Responsible | Deadline |
|---|---|---|
| Ask MTM to run reports for number served in FY2019 and FY2020 | CoC Staff | |
| Inquire about disaggregated SPM data | CoC staff | |

| **ES Trends** | | |
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| Discussion | | |

For family households, the numbers are similar from June 2020 onward. Cheryl shared that they have been at capacity in the family space starting around June.

Jenn noted that this committee tends to refer back to capacity. She asked if we are capacity data could be overlayed with count data. Agreement that this would be helpful in identifying the need for resources and informing the conversation. Staff can confirm capacity numbers with agencies. With singles, it may difficult to display because different shelters have capacity for different populations. This could be used to discuss the need for increasing affordable permanent housing as well as advocating for increased shelter space if data shows the need.

| Action Items | Person Responsible | Deadline |
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| **Emergency Shelter Trends: Before and During COVID-19** | | |
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| Discussion | | |

Salvation Army is working on building this report into a digestible format. Can look at differences between families and singles in next quarterly report.

| Action Items | Person Responsible | Deadline |
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| **Strategic Plan/Next Steps** | | |
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| Discussion | | |

This will be a standing agenda item moving forward to ensure that we are making progress on action areas. A Q1 goal is to "coordinate review of disaggregated data". Conversation around how to meet

this goal. Committee could reach out to CoC projects and others that use HMIS to look at 2018, 2019, and 2020 annual and disaggregated data and exits to positive destinations. This would help the group get down into project level data and look at trends over populations and time. Many emergency service providers do not receive CoC funds, but would be great to include this data if they are willing to share. In addition, could ask for data from DV agencies (anonymous) and youth housing agencies. First step: committee to draft list of agencies to ask and data points to request. Staff to request data in Excel spreadsheet. Also include ability to list that data is not available.

Denny wondered what it could look like to create metrics around racial disparities within organizations and encourage individual goal setting which would then feed into collective impact.

Lee suggested that the committee put out quarterly one page narrative with system numbers to generate a narrative. She began pulling together a spreadsheet to compile data to work towards this.

In Q2, a strategic goal is to perform a gaps analysis. Next meeting the committee will review disaggregated data available and discuss other items are needed to perform the gaps analysis.

Roster - Staff will reach out to members with low attendance to determine whether they are still interested in engaging with the committee. Also, staff to invite members to join committee when reaching out about data.

| Action Items | Person Responsible | Deadline |
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| Include strategic priorities as a standing agenda item | Brianne | |
| Draft and finalize list of agencies and data points to collect | All | |
| Reach out re: committee roster | Brianne | |
| **Adjournment** | | |