



DATA ANALYSIS MEETING MEETING MINUTES

January 12, 2023

2:00 – 3:30

Facilitator:	Alyssa Anten, Lee Nelson Weber		
Meeting Attendees:	Francisco Calderon, Alyssa Anten, Tammy Vincent, Laura Betts, Jeremy DeRoo, John Wynbeek, Alonda Trammell, Lee Nelson Weber (arrived at 2:20pm) Staff: Sophie Fineberg, Brienne Robach, Courtney Myers-Keaton		
Time Convened:	2:02	Time Adjourned:	

Approval of Agenda			
Motion by:		Support from:	
Discussion	Move Family Shelter Data to top of agenda		
Amendments			
Conclusion	All in favor, motion passes		
Approval of Minutes		11/10/2022	
Motion by:	Tammy Vincent	Support from:	Jeremy DeRoo
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes		
Family Shelter Data			
Discussion			
Francisco reviewed HMIS data; the dashboard that shows community rooms, categories as follows: <ul style="list-style-type: none"> - Rooms offline- rooms being turned over - Rooms available - Rooms Occupied - Over Capacity- number of hotel rooms that are used for shelter - Capacity - Permanent utilization- This data can be reviewed by the group every month with the addition of length of stay. Reporting this type of data for single adults is more challenging but could be a task for future data staff.			
Action Items	Person Responsible	Deadline	
Send all documents to group Start including this data in agenda sent out monthly	Brienne		
Committee Leadership Election			
Discussion			
Following three calls for nominees, John moved to approve the following slate of nominees. Francisco seconded. Lee Nelson Weber as chair, Alyssa Anten as vice chair, and Jeremy DeRoo as secretary. All in favor, motion passes.			
Action Items	Person Responsible	Deadline	
CoC Program: Competition Analysis			
Discussion			



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<p>Courtney reviewed areas where she anticipates the community will lose points in the CoC Program Competition and highlighted potential areas of focus over the next 6 months. Attendees agreed that re-activating the Data Quality Workgroup to address concerns would be beneficial. Courtney plans to share highlights and concerns to Steering Council.</p>		
Action Items	Person Responsible	Deadline
USICH: Federal Strategic Plan to Prevent and End Homelessness		
Discussion		
<p>The recently released United States Interagency Council on Homelessness (USICH) strategic plan has a goal of reducing homelessness by 25% by 2025. Conversation around local alignment with this plan including changes with Coordinated Entry and coordinated prevention/diversion programs.</p>		
Action Items	Person Responsible	Deadline
Future Meeting Schedule		
Discussion		
<p>Staff and leadership will discuss whether a meeting is necessary at the beginning of each month. The committee will meet in February.</p> <p>Francisco will share documents from the Housing Kent data workgroup.</p>		
Action Items	Person Responsible	Deadline
Next Steps/Action Plan		
Discussion		
<p>The LSA submission will be discussed next month along with strategies to address negative trends.</p>		
Action Items	Person Responsible	Deadline