



DATA ANALYSIS MEETING MEETING MINUTES

December 14, 2023

2:00 – 3:30pm

Facilitator:	Lee Nelson Weber		
Meeting Attendees:	Eleibny Feliz, Gustavo Perez, Francisco Calderon Staff: Evan Hile, Alyssa Anten, Ronan Parmenter, Craig Heerema		
Time Convened:	2:02 pm	Time Adjourned:	3:37 pm

Approval of Agenda			
Motion by:		Support from:	
Discussion	None		
Amendments	None		
Conclusion			

Approval of Minutes		October 12, 2023	
Motion by:	Francisco Calderon	Support from:	Lee Nelson Weber
Discussion	None		
Amendments	None		
Conclusion	All in favor, motion carries		

Family Shelter Data Dashboard			
Discussion			

Francisco shared that he met with Lisa Cruden, Courtney, Evan, and Alyssa to discuss workflow for families on the outreach page. That discussion included meeting again at the beginning of 2024 to discuss implementing additional parameters to better track and validate the information put on the programs page.

Dashboards were reviewed and it is anticipated the number of families on the outreach list will be less next year than this year due to changes to workflow. There was an overview of services received by families on the waitlist, and it was noted that there have consistently been zero rooms available for emergency shelter. Length of stay time is growing, which may lead to a backlog in emergency shelter. Family Promise has been looking into family shelter partnerships with churches in town similar to the partnership with Wyoming Park Methodist Church.

Action Items	Person Responsible	Deadline

Data Reporting Schedule			
Discussion			

Alyssa gave an overview of the Proposed Calendar of Report Review, and this group discussed a calendar to be proactive and manage expectations of a schedule to review reports. It was proposed to divide meetings into sections, with a 45-50 minute block to guide core function as a committee. There was discussion around meeting biweekly as well to have a deeper discussion of information and discuss how to push data forward within the committee.

Action Items	Person Responsible	Deadline
If interest, set up biweekly meeting for deeper discussion	Evan/Ronan	
Develop calendar further based on discussion today	Alyssa	



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Planning LSA		
Discussion		
Evan gave a review and walkthrough, and this group discussed measures. It was noted that the Stella P module includes the data the CoC data team is in the process of cleaning up. There was a review of the System Map, which measures the flows, combinations, and movement of different subgroups through federally defined program types. This group reviewed a comparison of LSA 2023 metrics.		
Action Items	Person Responsible	Deadline
Connect with Eleibny to discuss data further	Evan/Alyssa	
Wellsky/MSHMIS Reporting Updates		
Discussion		
Alyssa noted that the 2024 HMIS Data Standards were updated October 1, 2023, and the CoC has successfully updated the 2024 standards, but none of the reports are available due to Wellsky being unable to provide important updates. There has been frustration around implementation of these updates, which are being pushed into the next quarter by the vendor. MCAH has been mediated between Wellsky and local communities, but there was discussion around the potential for advocacy in the future by this committee.		
Action Items	Person Responsible	Deadline
Next Steps		
Discussion		
<ul style="list-style-type: none"> - Alyssa will further develop the data reporting calendar - Alyssa and Evan will meet with Eleibny to further discuss the data this committee reviews. 		
Action Items	Person Responsible	Deadline