



DATA ANALYSIS MEETING MEETING MINUTES

August 30, 2023

12:30 – 2:00pm

Facilitator:	Lee Nelson-Weber		
Meeting Attendees:	Francisco Calderon, Kelsey McFarland, Alex Kontras Staff: Alyssa Anten, Courtney Myers-Keaton, Evan Hile, Ronan Parmenter		
Time Convened:	12:32pm	Time Adjourned:	1:49pm

Approval of Agenda			
Motion by:		Support from:	
Discussion	None		
Amendments	None		
Conclusion	Unanimous consent without a formal motion		
Approval of Minutes		May 11, 2023	
Motion by:		Support from:	
Discussion	None		
Amendments	None		
Conclusion	Unanimous consent without a formal motion		
Family Shelter Data Dashboards			
Discussion			
Francisco gave a breakdown of the dashboards, and this committee discussed the challenges for families in finding available units to move to.			
Action Items		Person Responsible	Deadline
Schedule meeting to discuss permanent housing data and outreach workflow		Francisco	
Check with Lisa Cruden about hotel funding availability		Francisco	
CoC Staff Updates			
Discussion			
Courtney shared that Alyssa Anten has been hired as the HMIS Administrator, Evan Hile as the Data and Analytics Manager, and Justin Brownlee as the Youth Homelessness Coordinator. Hiring continues for the Coordinated Entry Program Manager.			
Action Items		Person Responsible	Deadline
Data Analysis Committee Vice Chair Selection			
Discussion			
This committee discussed their vision for more involvement from organizations in the Data Analysis Committee, and follow up for selecting a new vice chair.			
Action Items		Person Responsible	Deadline
Identity who is on the Data Analysis Committee roster and note attendance		CoC Staff	
Annual Report Universe Decision			
Discussion			



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Courtney overviewed the annual report and data warehouse from MCAH and how it relates to our community's needs. Evan gave an overview of the data universe as it is being constructed, and there was discussion around specific metrics and reports.

This committee approved the Annual Report Universe with unanimous consensus.

Action Items	Person Responsible	Deadline
Next Steps		
Discussion		
Evan will create a mockup of trends, and create a formal description of the former report and its changes, including graphics to show trends. We will review system performance measures to address systemic problems with exits to permanent housing exits. There will also be continued discussion around vouchers going unused due to lack of available housing, as well as source of income discrimination.		
Action Items	Person Responsible	Deadline