

# Data Collection Committee Minutes

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## Date and Time

Thursday July 21<sup>st</sup> 2011 from 11AM-12PM

## Location

Federal Building, 275 Chestnut Street, Manchester, NH, 5<sup>th</sup> Floor, GSA Conference Room

## Attendees

Cathy Kuhn	Kyle Beaulieu	Shane Fisher
Donna Curley	Mark Stokes	Susan Howland

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## HMIS Naming Convention vs. HIC

- Al Vitale has come up with a naming convention that will standardize program names that are entered into HMIS
  - Will be based on several components of a program/grant
- Will work on aligning the HIC names with the HMIS names

## Point-in-Time Count: Basic Report

- Overview of basic results from the Point-in-Time Count
  - Count remains basically the same (total persons down by 3 from the winter count)
- Granite United Way is looking to prepare a detailed report
  - Discussed the importance of releasing one report with the same information between the MCoC and G UW
  - Susan requested that all raw data from 2010 is sent to Shane, who will be preparing the report.

## CoC Registration

- Going over deadlines, what needs to be done, etc.
  - Clarifying with Roslyn Block some discrepancies between who the Lead/Primary Contact is for the MCoC – HUD reports that Donna Curley is the lead contact.
  - Will work on revising the information so that Susan is the primary contact and Cathy is the secondary contact.

## Minutes Prepared By

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