

# Data Collection Committee Minutes

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## Date and Time

April 16, 2015 11:00AM-12:00PM

## Location

434 Lake Ave. 4<sup>th</sup> Floor

## Attendees

Cathy Kuhn	Emily Reisine	Mary Sliney	Robert Mottola	
Mark Stokes	Tyler Glodt	Rich Doyle	Susan Howland	Keith Howard

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## Coordinated Entry Update

There are two upcoming meetings on Coordinated Entry. The meeting with the State of NH will be on May 5<sup>th</sup>. The meeting with HUD, USICH, CPD, etc will be on May 7<sup>th</sup> at the federal building in Manchester.

Cathy will send out a doodle to set a date for a Coordinated Entry meeting with the MCoC after these meetings.

## Clarifying the Definition of Exits to Friends/family, Permanent vs. Friends/family, Temporary

There was discussion about what constitutes a permanent exit to friends/family. In general the MCoC operates under the guideline that if a person moves out to friends/family and does not have another place to go at that time, it is considered a permanent exit.

Some other guidelines/questions that might be helpful in determining if the exit is permanent or transitional include:

1. How long will the person be at the exit destination (if longer than 2 weeks, this might be considered permanent unless they have proof of other residence being acquired within that timeframe (i.e. lease signing, etc.).
2. Is the person being put on the lease of the leaseholder to where they are exiting? (If so, this might be considered permanent. If not, it may be considered temporary since it is illegal to live somewhere permanently when you are not on a lease).

## PIT Count Update

Mark updated the group that PIT count numbers have been completed. Overall homelessness was down by 7 people, from 407 to 400. Numbers were down in almost all subcategories, including chronically homeless individuals and veterans. Numbers were up slightly in chronically homeless families (+1) and unaccompanied youth (+1).

Robert asked if it would be possible to drill down into the data to determine if any of the veterans who were counted last year were also counted this year. Mark said that it is possible to do this using the client's unique identifier. Mark will follow up with Robert with this data.

Mark will be submitting the PIT data in HDX by the end of April.

**HIC**

There was discussion about whether to include 8 CFS beds for unaccompanied youth in the HIC. There is question about whether these beds meet the definition of emergency housing under HUD rules. There is also concern that the underutilization of these beds impacts our overall utilization scores.

The group agreed that the Webster House beds should not be included in the HIC because they are not dedicated to the homeless. There is a question about whether to include the foster care beds.

A suggestion was made to include the foster care beds in overflow on the HIC; however, if they don't meet the definition of emergency shelter, then they should not be included at all.

Susan reported that she will research the definition of emergency shelter and will then follow up with CFS to determine if they meet the definition.

Mark will check the Balance of State HIC to see how those beds are classified there.

Mary suggested that we invite the new CEO of CFS to come to a future meeting to discuss their plans for youth homelessness given the increasing focus on this population from HUD.

### **HMIS Update**

CFS beds are now all set up in HMIS and they will be entering data shortly.

### **Other Business**

Robert discussed the data from the VA and asked for input regarding accuracy of the data. It is important to have accurate data because it may impact the degree to which the state gets VASH vouchers and other resources to serve veterans.

The next Data Collection meeting will be Thursday, May 21<sup>st</sup> at 11:00 a.m.

Minutes prepared by Cathy Kuhn

