

# Data Collection Committee Minutes

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## Date and Time

Thursday, May 16<sup>th</sup>, 2012 11:00AM-12:00PM

## Location

Norris Cotton Federal Building, 275 Chestnut Street, Manchester, NH, 3<sup>rd</sup> Floor, HUD Conference Room

## Attendees

Cathy Kuhn	Mark Stokes	Keith Howard
Katie Simpson	Susan Howland	

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## March and April Minutes Approved

- Add April attendees to the minutes.

## Chronically Homeless Definition

- The current definition for chronically homeless families and individuals is “1 year or 4 times in 3 years.”
  - Those 4 occasions in 3 years will now need to add up to 1 year total.
- Katie will draft a comment to HUD from the MCoC.
  - She will send the comment out to the CoC, so individual agencies may use it as a template for their own comment.
- It will be hard for agencies and outreach workers to track those who are chronically homeless with the new information.
- The new definition is restrictive and doesn't reflect reality.
- The MCoC acknowledges it is unfair that someone could essentially be homeless for a few days here and there and be considered chronic.
- Instead of HUD choosing a seemingly random number, they should give CoCs the flexibility to establish a pattern of homelessness that can be considered chronic.

## Centralized Assessment Taskforce

- The MCoC will develop a centralized assessment system within the next year.
- Leadership will create a Taskforce to guide this process.
  - They have identified CoC members who should be involved.
    - Katie will reach out to them.
    - Anyone else is welcome to join.

## HMIS Data Standards

- There is a draft out of the new HMIS data standards.
- There is new data CoC members will be required to input into HMIS.
- There are some improvements.
  - Previously, when recording income, children were included.
    - Now income will be assigned to the head of household.
- Some of the new fields are strange.
  - This includes sexual orientation and the funding source for their previous home.
    - It is unclear whether these will be required or optional.
- Programs will need to change the way they initially interview participants.

### **Committee Goals**

- The committee will monitor data quality and outcomes of the CoC and all member agencies.
  - They will ensure consistently good data (APR, Data Reports, HMIS).
  - The committee will provide technical assistance to member agencies in need of support.
  - They will proactively respond to any discrepancies in data.
- Data Collection will conduct the annual Point-in-Time Count.
  - Each year the committee will improve methodology, meet HUD's standards, and continue to be a resource for all community agencies and organizations involved in the PIT Count.
- The committee will also prepare and update the Housing Inventory Chart each year.
  - Once completed they will submit it to HUD.
  - They will monitor the data collect and make sure it is accurate.

### **Minutes Prepared By**

Katie Simpson

Manchester Continuum of Care Coordinator, VISTA